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ABSTRACT

This guide contains training materials for processing applications under the EDExpress system. The first session reviews changes in the application delivery system for 2001-2002, including those related to the: (1) Free Application for Federal Student Aid (FAFSA); (2) FAFSA on the Web; (3) Student Aid Report (a paper form that is mailed to the applicant in response to the application) and Institutional Student Information Record (ISIR); (4) Central Processing System edits and data matches; and (5) EDExpress. This sessions is offered to all financial aid administrators with an interest in knowing how changes to the delivery system affect their office's operations or software system. Session 2 provides hands-on training to current and future users of EDExpress on queries. Session 3 contains hands-on training for novice users of EDExpress. New users learn how to use the software, import and review ISIRs, and make and export corrections. Four appendixes contain a glossary, the forms used, an ISIR record layout, and the query fields. (SLD)

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ED 449 761

2001-2002 Application Processing Updates and EDExpress Training

SFA
UNIVERSITY
STUDENT FINANCIAL ASSISTANCE

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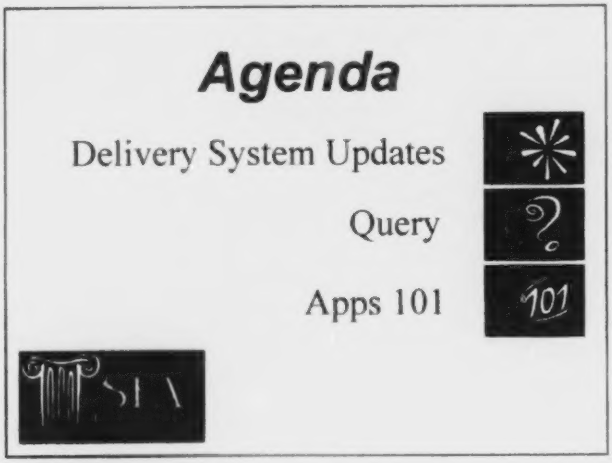
Welcome

2001-2002 EDExpress Application Processing Training



Agenda

Delivery System Updates

Query

Apps 101

Agenda

Session 1: Delivery System Updates

In this session, we will review the changes in the application delivery system for 2001-2002, including:

- FAFSA;
- FAFSA on the Web, Renewal FAFSA on the Web, and Corrections on the Web;
- SAR and ISIR;
- CPS edits and data matches; and
- EDExpress

This session, lasting about one to two hours, is for all financial aid administrators with an interest in knowing how changes to the delivery system affect their office's operations or software system (including, but not limited to, EDExpress).

Session 2: Query

In this session, lasting about one to two hours, we provide hands-on training to current and future users of EDExpress on queries. Specifically, we:

- Describe the purpose of queries;
- Identify when to use queries; and
- Create both simple and complex queries.

Both beginning and experienced EDExpress users will benefit from this session.

Session 3: Apps 101

In this session, which will begin after a lunch break and last from three to four hours, we will provide hands-on training to novice users of EDExpress. New users will learn how to navigate the software, import and review ISIRs, and make and export corrections.

Session 1: Delivery System Updates

Lesson 1: FAFSA 1-1

Key Terms 1-2
Overview of FAFSA Changes 1-3
Page 1 Design 1-4
Page 1 Instructions 1-5
Longer First Name and Address Fields 1-6
Question 35: Drug Conviction 1-7
Question 36/70: Tax Return Filing Status 1-10
Question 38/72: Eligible to File 1040A 1-11
Worksheets 1-12
Question 53: Graduate Student? 1-13
Question 55/56: Dependents? 1-14

Lesson 2: FAFSA on the Web 1-17

Key Terms 1-18
FAFSA on the Web Usage Increasing 1-19
FAFSA on the Web Promotion 1-20
FAFSA en Espanol 1-21
Redesigned Home Page 1-22
Consolidating Data Entry Format 1-23
New Progress Bar 1-24
Capture the PIN Up Front 1-24
Save Data to the Server 1-24
E-mail Address 1-24
New "Shopping Cart" Approach for School Selection 1-25
Enhanced On-Line Application Status-Checking 1-26
Corrections on the Web 1-27
PINs 1-28
FAFSA Express 1-29

Table of Contents

Session 1: Delivery System Updates (continued)

Lesson 3: Renewal FAFSA, SARs, ISIRs, and Edits 1-31

Key Terms 1-32
Changes to Renewal FAFSA School Codes 1-33
Renewal Application File Updated Continuously 1-33
Request Renewal FAFSAs via the Web 1-33
SAR Redesign 1-34
Redesign of Part I 1-35
NSLDS History Page 1-36
New ISIR Fields 1-37
New Correction Flags 1-38
New NSLDS History Fields 1-39
New Loan Level Flags 1-40
Edit Changes 1-41
Database Matches 1-42

Lesson 4: EDExpress Global and App Express 1-45

Key Terms 1-46
Carry Forward User-Defined Queries and Setups 1-47
Add Documents with Active or Highest Transactions 1-47
App Express Enhancements 1-48
New Carry-Forward Feature: Instructor Demonstration 1-50
New App Express Import Feature: Instructor Demonstration 1-51
New App Express Print Feature: Instructor Demonstration 1-52
Resources 1-53

Session 2 - Query

Lesson 1: Building a Simple Query 2-1

Key Terms 2-2
What Is a Query? 2-3
Why Create a Query? 2-3
Functions Using Queries, by EDExpress Module 2-4
Components of a Simple Query Statement 2-5
Data Field 2-6
Operator 2-7
Value 2-8
Date Fields 2-9
Null Values 2-9
Queries Using Text Fields 2-9
Building a Simple Query: Instructor Demonstration 2-10
Exercise: #1 2-13
Exercise: #2 2-14
Exercise: #3 2-15

Lesson 2: Building a Complex Query 2-17

Key Terms 2-18
What Is a Complex Query? 2-19
AND 2-19
OR 2-20
Order of Precedence 2-21
Using Parentheses in Queries 2-23
Building a Complex Query: Instructor Demonstration 2-24
Exercise: #1 2-27
Exercise: #2 2-28
Exercise: #3 2-29
Exercise: #4 2-30

Lesson 3: Modifying A Query 2-31

Key Terms 2-32
Modifying a Query 2-33
Predefined Queries 2-33
App Express Predefined Queries 2-34
Global Predefined Queries 2-35
Packaging Predefined Queries 2-35
Modifying a Query: Instructor Demonstration 2-36
Exercise: #1 2-38
Exercise: #2 2-38
Query Worksheet 2-39

Table of Contents

Session 3 - Apps 101

Lesson 1: Overview 3-1

Key Terms 3-2
What is the Student Aid Internet Gateway? 3-3
How is Data Exchanged? 3-3
The Central Processing System (CPS) 3-4
The Recipient Financial Management System (RFMS) 3-4
Loan Origination Center (LOC) 3-5
National Student Loan Data System (NSLDS) 3-5
FISAP 3-5
Six-step Process 3-6
Overall Processing Schedule 3-7
What is EDExpress? 3-8
What is EDConn32? 3-9
Exercise #1 3-10
Exercise #2 3-11

Lesson 2: Getting Started 3-13

Key Terms 3-14
Starting EDExpress for Windows: Instructor Demonstration 3-15
Navigation - Global: Instructor Demonstration 3-16
Opening a Student Record: Instructor Demonstration 3-17
Demographic Record: Instructor Demonstration 3-18
Navigation - Student Record: Instructor Demonstration 3-19
Closing a Student Record: Instructor Demonstration 3-20
Using the Toolbar: Instructor Demonstration 3-20
Hot Keys: Instructor Demonstration 3-22
Exiting EDExpress: Instructor Demonstration 3-22
Help - Getting Started: Instructor Demonstration 3-23
Help EDExpress: Instructor Demonstration 3-24
Lesson 2 Exercise 3-25

Session 3 - Apps 101 (continued)

Lesson 3: Importing Data 3-27

Key Terms 3-28
ISIR Contents 3-29
Types of ISIRs 3-30
Message Classes 3-31
Message Classes 3-32
Transaction 3-33
Batch IDs 3-34
Importing ISIR Data – Instructor Demonstration 3-35
Browsing the Batch Activity Database: Instructor Demonstration 3-38
Exercise: #1 3-39
Exercise: #2 3-40

Lesson 4: Identifying Records 3-41

Key Terms 3-42
Print a List of ISIR Records 3-43
Print ISIRs 3-44
Resolving Rejected Data 3-46
Two Types of Rejected Data 3-47
CPS Rejects 3-48
Verifiable Rejects 3-49
Non-Verifiable Rejects 3-50
Other Important ISIR Codes 3-52
Identifying Rejected Records: Instructor Demonstration 3-53
Viewing Messages: Instructor Demonstration 3-59
Using the ISIR Review Tab: Instructor Demonstration 3-60
Exercise: #1 3-61
Exercise: #2 3-62

Table of Contents

Session 3 - Apps 101 (continued)

Lesson 5: Making Corrections 3-63

Key Terms 3-64
Correction Methods 3-65
Correct Records using the SAR/ISIR Tab 3-66
Correct Records using Quick Corrections 3-67
Correct Records using Verification Worksheet 3-68
Editing 3-69
Status Code 3-69
EFC Calculation 3-69
EFC Adjustment 3-70
Dependency Override 3-71
Assumption and Reject Overrides 3-72
Correct Records using the SAR/ISIR Tab: Instructor Demonstration 3-74
Correct Records using Quick Corrections: Instructor Demonstration 3-78
Correct Records using the Verification Worksheet: Instructor Demonstration 3-80
Exercise #1 3-81
Exercise #2 3-82

Lesson 6: Exporting Data 3-83

Key Terms 3-84
Exporting 3-85
Print List of Corrected Records: Instructor Demonstration 3-86
Exporting Corrections: Instructor Demonstration 3-87
Print List of Batch Activity: Instructor Demonstration 3-88
Lesson 6 Exercise 3-89

Appendix A: Glossary

Appendix B: Forms

2000-2001 FAFSA
2001-2002 FAFSA
2001-2002 SAR

Appendix C: ISIR Record Layout and Comment Codes

Appendix D: Query Fields

Session 1: Delivery System Updates

Lesson 1—FAFSA

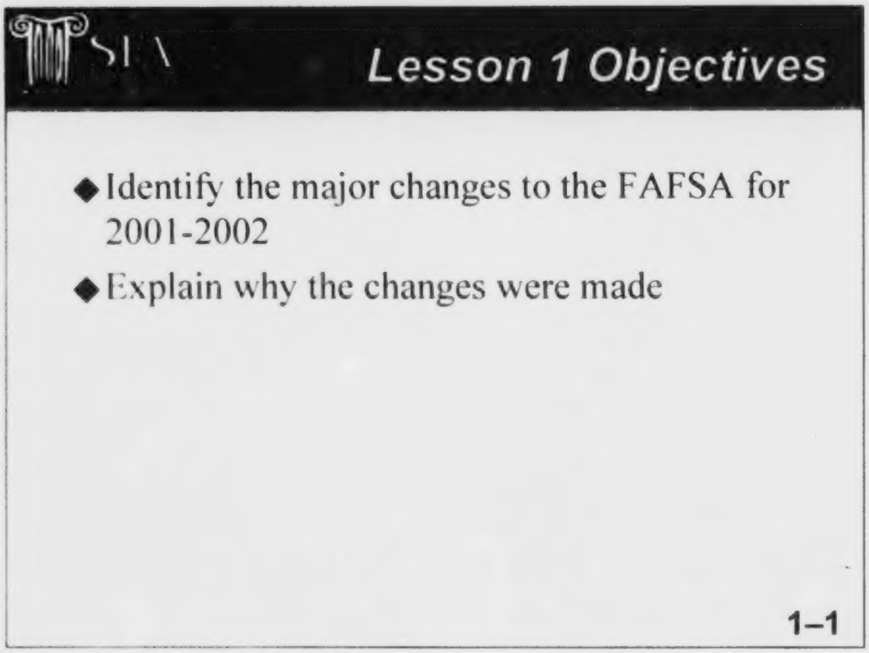
Lesson 2—FAFSA on the Web

Lesson 3—Renewal FAFSA, SARs, ISIRs, and Edits

Lesson 4—EDExpress Global and App Express:

Session 1— Delivery System Updates

Lesson 1: FAFSA



Lesson 1 Objectives

- Identify the major changes to the FAFSA for 2001-2002
- Explain why the changes were made

Key Terms

CPS

The Central Processing System is the Title IV system that receives FAFSAs and corrections, performs data matches, calculates the applicant's EFC, prints and mails SARs, and transmits ISIRs to the schools noted on the applicant's FAFSA.

EFC

The Expected Family Contribution is the amount the student's family is expected to contribute towards the cost of attendance. This amount is determined by a congressionally mandated formula that considers such factors as the family's income and assets; the number of family members; and the number of family members attending college (other than the parents).

ISIR

The Institutional Student Information Record is the electronic record that contains the applicant's Title IV financial aid information. It includes information reported by the applicant on the FAFSA; key processing results, such as the EFC; and information about the applicant's student loan history that is maintained in NSLDS.

NSLDS

The National Student Loan Data System is a national database of information about loans and other financial aid awarded to students under Title IV of the Higher Education Act of 1965. This system prescreens applications for Title IV aid, supports program administrative research functions, and improves Title IV aid delivery through automation and standardization.

SAR

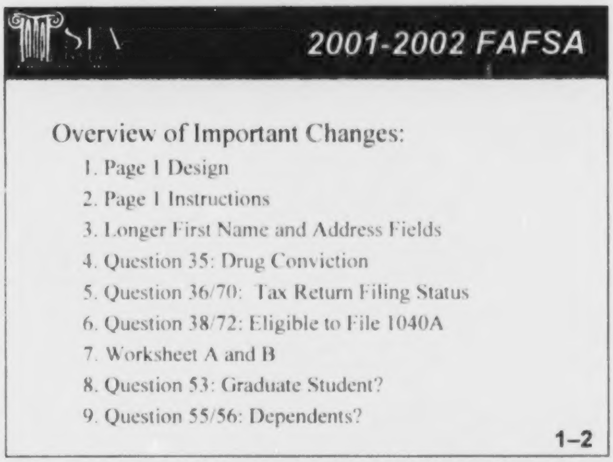
A paper document that is produced and mailed to the applicant in response to an application or correction. It includes information reported by the applicant on the FAFSA; key processing results, such as the EFC; and information about the applicant's student loan history that is maintained in NSLDS.

SAR C Code

Indicates that some type of resolution is required before the student applicant is eligible for Title IV aid. A "C" is printed next to the EFC on paper SARs, and a "Y" code appears in the SAR C code field on the ISIR.

SFA

Student Financial Assistance is the organization within the U.S. Department of Education responsible for the operation of the Title IV federal student assistance programs.



2001-2002 FAFSA

Overview of Important Changes:

1. Page 1 Design
2. Page 1 Instructions
3. Longer First Name and Address Fields
4. Question 35: Drug Conviction
5. Question 36/70: Tax Return Filing Status
6. Question 38/72: Eligible to File 1040A
7. Worksheet A and B
8. Question 53: Graduate Student?
9. Question 55/56: Dependents?

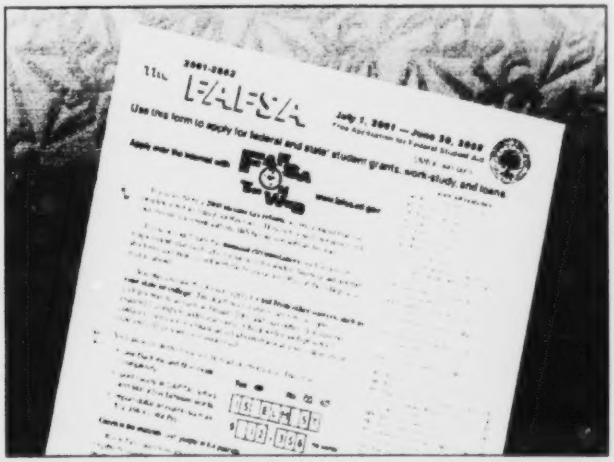
1–2

Overview of FAFSA Changes

An Action Letter was released in November, 2000 detailing all of the changes to the FAFSA. A copy of the letter can be found at: **ifap.ed.gov.** The letter is Action Letter #4, GEN-00-22.

In this training, we review the nine most important changes to the FAFSA:

1. Page 1 Design
2. Page 1 Instructions
3. Longer First Name and Address Fields
4. Question 35: Drug Conviction
5. Question 36/70: Tax Return Filing Status
6. Question 38/72: Eligible to File 1040A
7. Worksheet A and B
8. Question 53: Graduate Student?
9. Question 55/56: Dependents?



2001-2002

The FAFSA

July 1, 2001 — June 30, 2002

Use this form to apply for federal and state student grants, work-study, and loans

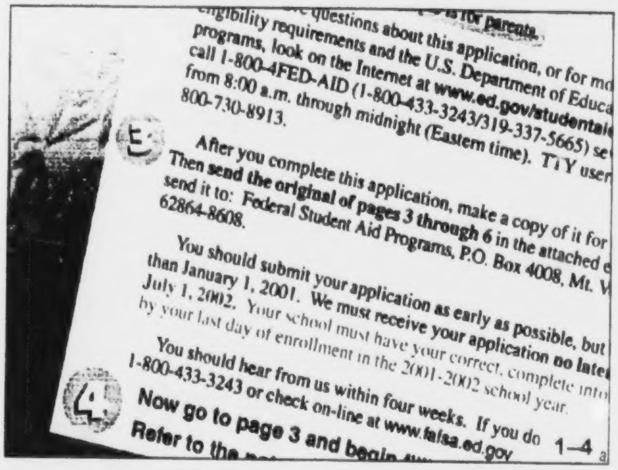
1. Page 1 Design

The layout of the first page has changed. SFA believes that it is cleaner, friendlier, and easier to read, than the first page of the 2000-2001 FAFSA. The following are specific changes:

- State deadlines are placed in their own column to the right.
- Numbering was added to the left side to encourage students to read the instructions.
- The amount of white space on the page was increased to make it easier to read.

The color has also changed, as it does every year. The 2001-2002 FAFSA is green and purple. Students will fill-out the green sections, while parents complete the purple sections.

Note that a copy of the 2000-2001 and 2001-2002 FAFSAs can be found in Appendix B.



questions about this application, or for mo
eligibility requirements and the U.S. Department of Educa
programs, look on the Internet at **www.ed.gov/studental**
call 1-800-4FED-AID (1-800-433-3243/319-337-5665) se
from 8:00 a.m. through midnight (Eastern time). TTY user
800-730-8913.

3. After you complete this application, make a copy of it for
Then **send the original of pages 3 through 6** in the attached e
send it to: Federal Student Aid Programs, P.O. Box 4008, Mt. V
62864-8608.

You should submit your application as early as possible, but
than January 1, 2001. **We must receive your application no late**
July 1, 2002. Your school must have your correct, complete info
by your last day of enrollment in the 2001-2002 school year.

You should hear from us within four weeks. If you do
1-800-433-3243 or check on-line at www.fafsa.ed.gov

4. **Now go to page 3 and begin**

Refer to the

1–4

2. Page 1 Instructions

Several financial aid administrators asked that the FAFSA instructions tell students that they **must** have their application information to the financial aid office by their last day of enrollment. (In fact, from the public comments on the FAFSA that SFA received, that was one of the most common suggestions for improving the FAFSA instructions.)

So, instructions were added to the first page under item 3 that say:

"Your school must have your correct, complete information by your last day of enrollment in the 2001-2002 school year."

This wording will help make students aware of this requirement and reduce some of the problems that schools have had in the past.

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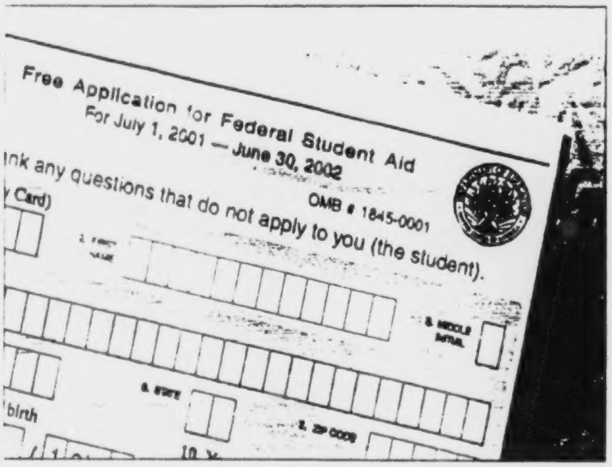
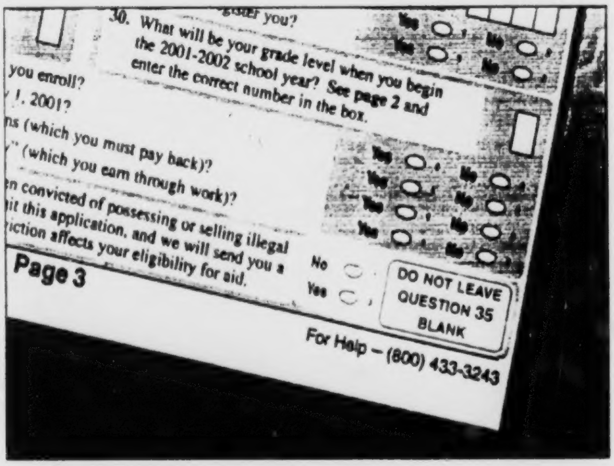


Free Application for Federal Student Aid
For July 1, 2001 — June 30, 2002
OMB # 1845-0001
nk any questions that do not apply to you (the student).
Card)
birth

3. Longer First Name and Address Fields

The first name field was increased from 9 characters to 12, because many first names are more than 9 characters long. "Christopher", "Jacqueline", and "Antoinette" are examples of relatively common names that are truncated when a 9-character field is used. A search of the 1999-2000 database showed that 550,000 applicants used all 9 characters of the first name field.

The address field was also lengthened. SFA received comments that the 28-character address field on the 2000-2001 FAFSA wasn't long enough for some students. This is especially true for students with apartment numbers or those who have addresses in Spanish, which are generally longer than their English equivalents. So, the address field was increased to 35 characters.



you?

30. What will be your grade level when you begin the 2001-2002 school year? See page 2 and enter the correct number in the box.

you enroll?

!. 2001?

ns (which you must pay back)?

" (which you earn through work)?

en convicted of possessing or selling illegal
it this application, and we will send you a
iction affects your eligibility for aid.

No ○
Yes ○

DO NOT LEAVE QUESTION 35 BLANK

Page 3

For Help – (800) 433-3243

4. Question 35: Drug Conviction

In 2001-2002, the drug question is no longer question 28; it's question 35.

In 2000-2001, question 28 was added to the FAFSA in response to a change in the law to determine whether a prior drug conviction might make the applicant ineligible for federal student aid. Many applicants initially left this question blank. For the 2001-2002 FAFSA, SFA made a couple of changes to the drug question to ensure that students answer it.

- The question was moved to the bottom of page 3 for the following reasons:
  - One was to make the question more prominent, which should reduce the chance that applicants will leave it blank.
  - At the bottom of the page the question is no longer under the instructions that direct applicants to leave blank any questions that don't apply to them.
- Bold wording was added next to the question that says, "Do not leave question 35 blank."

The version of this question that students seemed to understand, and answer correctly, is the one that appears on the 2001-2002 FAFSA. The question is worded as follows:

"Do not leave this question blank. Have you ever been convicted of possessing or selling illegal drugs? If you have, answer "Yes," complete and submit this application, and we will send you a worksheet in the mail for you to determine if your conviction affects your eligibility for aid."

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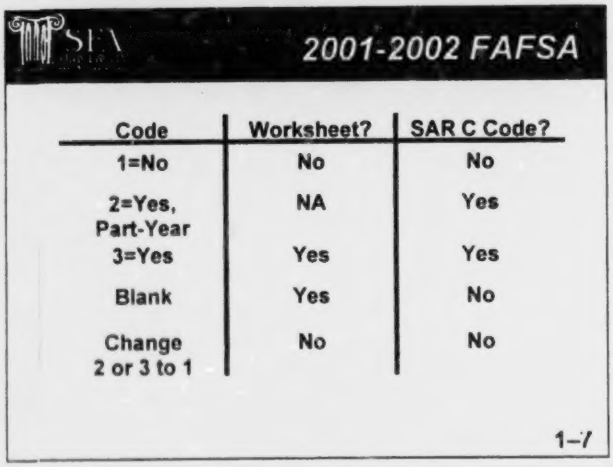


2001-2002 FAFSA

Code	Worksheet?	SAR C Code?
1=No	No	No
2=Yes, Part-Year	NA	Yes
3=Yes	Yes	Yes
Blank	Yes	No
Change 2 or 3 to 1	No	No

1-7

4. Question 35: Drug Conviction (continued)

Students then fill in a "Yes" or a "No" oval, just as they do with other Yes/No questions on the FAFSA.

A "No" response to question 35 will be translated to a "1" response on the Student Aid Report (SAR), meaning that the student doesn't have a drug conviction that affects his or her eligibility for Title IV aid.

Students who enter "Yes" will receive a "3" on their SARs, indicating that their conviction may affect their eligibility for aid or that they "Don't Know" whether their conviction affects their eligibility. (Note that a "Yes" answer for other questions on the FAFSA is coded as a "1", and a "No" answer is coded as a "2". For this question, a "Yes" is a "3" and a "No" is a "1").

Students who entered "Yes" on their FAFSA will receive a special comment on their SAR, as well as a drug worksheet to help them determine if their conviction affects their eligibility for federal student aid. They will also receive a SAR "C" code.

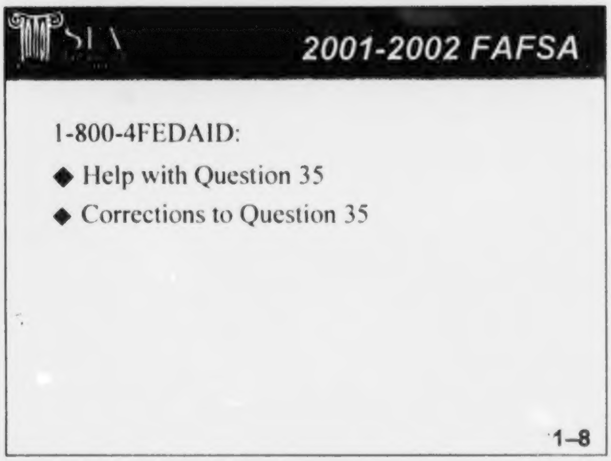
Students who leave this question blank will receive a comment stating that they **must** answer this question if they have a drug conviction. A drug worksheet will also accompany the SAR to help the student answer this question. **However, if question 35 is left blank, the student won't receive a SAR "C" Code. The school may award and disburse on this ISIR.**

Students who entered "Yes" or left question 35 blank can correct this item on their SAR to either:

"1", meaning the drug conviction doesn't affect their eligibility, or

"2", meaning the drug conviction affects their eligibility, but only for part of the year. Students who correct to "2" will receive a SAR "C" Code, but no worksheet.

If a student has a drug conviction that affects his or her eligibility for the full year, the student should leave the response to this question at "3."



2001-2002 FAFSA

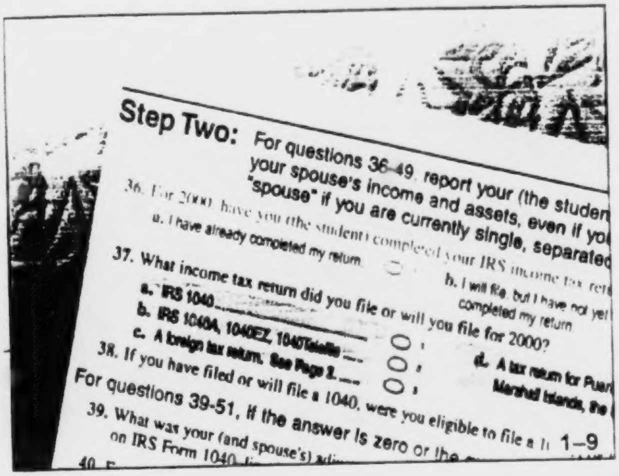
1-800-4FEDAID:

- Help with Question 35
- Corrections to Question 35

1–8

4. Question 35: Drug Conviction (continued)

Students can call 1-800-4FEDAID to get help with question 35. They can either use our automated voice response system or an operator can help correct this item while the student is on the phone.



Step Two: For questions 36-49, report your (the studen
your spouse's income and assets, even if yo
"spouse" if you are currently single, separated

36. For 2000, have you (the student) completed your IRS income tax ret
a. I have already completed my return ○
b. I will file, but I have not yet completed my return

37. What income tax return did you file or will you file for 2000?
a. IRS 1040 ○ 1
b. IRS 1040A, 1040EZ, 1040Telefile ○ 2
c. A foreign tax return. See Page 2. ○ 3
d. A tax return for Puer
Marshall Islands, the

38. If you have filed or will file a 1040, were you eligible to file a 1

For questions 39-51, if the answer is zero or the

39. What was your (and spouse's) adj
on IRS Form 1040

1–9

5. Question 36/70: Tax Return Filing Status

The next important change to the FAFSA pertains to federal tax filing status. This is question 36 for students and question 70 for parents.

SFA heard from several financial aid administrators that the wording on the 2000-2001 FAFSA that says, "I have already filed" and "I will file, but I have not yet filed" was confusing.

Many applicants interpreted the word "filed" to mean they had already submitted their tax return to the IRS. However, what we wanted them to tell us is whether they were reporting income data from a completed return or whether they were estimating their income on the FAFSA.

For 2001-2002, to alleviate this confusion, the wording was changed to clarify that we want to know if they have "already completed" their return or "will file, but have not yet completed" their return.

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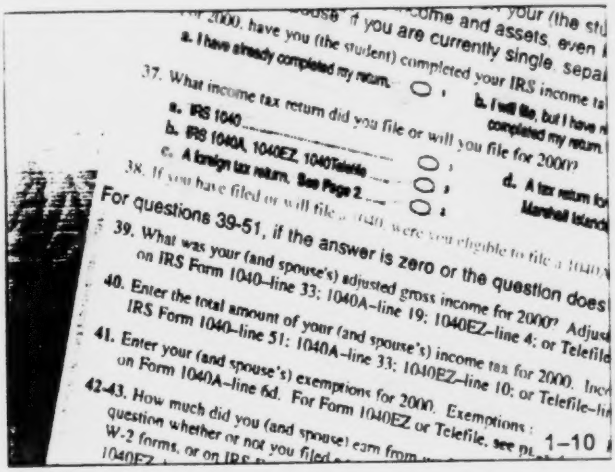

come and assets your (the stu
ouse" if you are currently single, sepa
2000, have you (the student) completed your IRS income ta
a. I have already completed my return. ○ 1 b. I will file, but I have n completed my return.
37. What income tax return did you file or will you file for 2000?
a. IRS 1040 ○ 1
b. IRS 1040A, 1040EZ, 1040Telefile ○ 2 d. A tax return fo Marshall Island
c. A foreign tax return. See Page 2 ○ 3
38. If you have filed or will file a 1040, were you eligible to file a 1040A
For questions 39-51, if the answer is zero or the question does
39. What was your (and spouse's) adjusted gross income for 2000? Adjus on IRS Form 1040–line 33; 1040A–line 19; 1040EZ–line 4; or Telefile
40. Enter the total amount of your (and spouse's) income tax for 2000. Inc IRS Form 1040–line 51; 1040A–line 33; 1040EZ–line 10; or Telefile–li
41. Enter your (and spouse's) exemptions for 2000. Exemptions on Form 1040A–line 6d. For Form 1040EZ or Telefile, see p
42-43. How much did you (and spouse) earn from question whether or not you filed W-2 forms, or on IRS 1040EZ

1–10

6. Question 38/72: Eligible to File 1040A

Another change is to question 38 for students, and question 72 for parents. This is the question used to determine if an applicant who filed a 1040 was actually eligible to file a 1040A or 1040EZ and therefore may be eligible for the Simplified Needs Test or automatic zero EFC.

In 2000-2001, the "No" and "Don't Know" responses were combined as a single answer choice. That means that financial aid administrators were unable to tell whether the student or parent:

- Wasn't eligible to file a 1040A or 1040EZ, or
- Just didn't know whether or not they were eligible to file one of these types of tax forms.

In 2001-2002, the answer choices are separated. This allows schools, if they choose, to follow up with students who said that they didn't know whether they were eligible to file a 1040A or 1040EZ.

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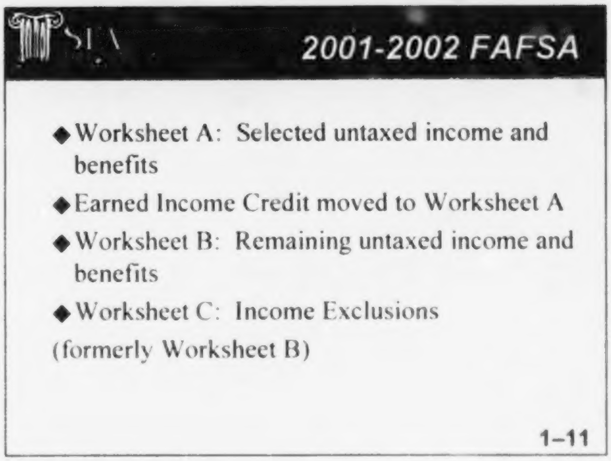


2001-2002 FAFSA

- Worksheet A: Selected untaxed income and benefits
- Earned Income Credit moved to Worksheet A
- Worksheet B: Remaining untaxed income and benefits
- Worksheet C: Income Exclusions

(formerly Worksheet B)

1–11

7. Worksheets

The 2001-2002 FAFSA has three worksheets: Worksheet A, Worksheet B, and Worksheet C. Worksheet A from 2000-2001 was split into two worksheets.

Worksheet A on the 2001-2002 FAFSA contains untaxed income and benefit items that are generally associated with very needy applicants, such as welfare benefits and untaxed Social Security benefits. Also, the Earned Income Credit question was moved to Worksheet A. FAFSAs from previous years asked this question on the form itself.

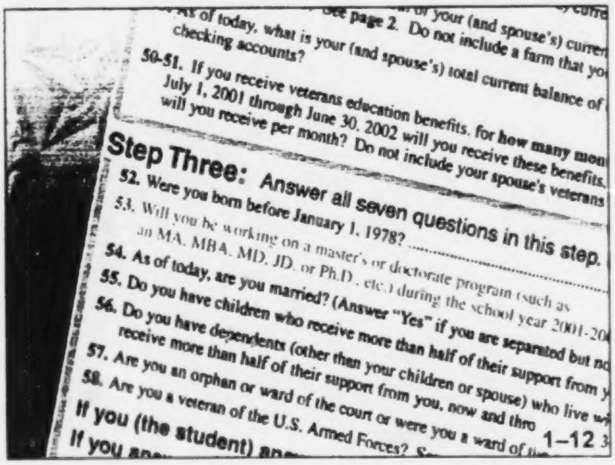
Worksheet B contains untaxed items that are not generally associated with the neediest financial aid applicants, such as tax exempt interest, IRA deductions, and so forth.

And finally, Worksheet C is where students and parents will report their income exclusions.

Note that Workers Compensation benefits line item has been moved to Worksheet B and Americorp's Benefits have moved to Worksheet C.

Why did SFA make this change to the worksheets?

Some states and schools use the worksheet data to identify particularly needy applicants for additional aid. They could not use Worksheet A as it existed on previous FAFSAs because it grouped need-based items together with items such as payments to tax-deferred pension plans and untaxed foreign income that are not indicative of financial need. By isolating the needy data elements on one worksheet, we're making it easier for some states and schools to identify those particularly low-income applicants.



of your (and spouse's) curren
See page 2. Do not include a farm that yo
As of today, what is your (and spouse's) total current balance of
checking accounts?

50-51. If you receive veterans education benefits, for how many mon
July 1, 2001 through June 30, 2002 will you receive these benefits,
will you receive per month? Do not include your spouse's veterans

Step Three: Answer all seven questions in this step.

52. Were you born before January 1, 1978? ....
53. Will you be working on a master's or doctorate program (such as
an MA, MBA, MD, JD, or Ph.D., etc.) during the school year 2001-20
54. As of today, are you married? (Answer "Yes" if you are separated but no
55. Do you have children who receive more than half of their support from y
56. Do you have dependents (other than your children or spouse) who live w
receive more than half of their support from you, now and thro
57. Are you an orphan or ward of the court or were you a ward of th
58. Are you a veteran of the U.S. Armed Forces? Se

If you (the student) an

If you an

1–12

8. Question 53: Graduate Student?

The wording to the question that determines whether the student is a graduate or professional student was significantly revised. On the 2000-2001 FAFSA, we ask:

"Will you be working on a degree beyond a bachelor's degree in school year 2000-2001?"

SFA heard from many in the financial aid community who said that this wording is not as clear as it could be. So, SFA worked closely with students, schools, and state representatives to improve the wording. New versions of the questions were tested and re-tested until SFA found wording to which students in the test group consistently answered correctly. The new wording for question 53 is:

Will you be working on a master's or doctorate program (such as an MA, MBA, MD, JD, or Ph.D., etc.) during the school year 2001-2002?

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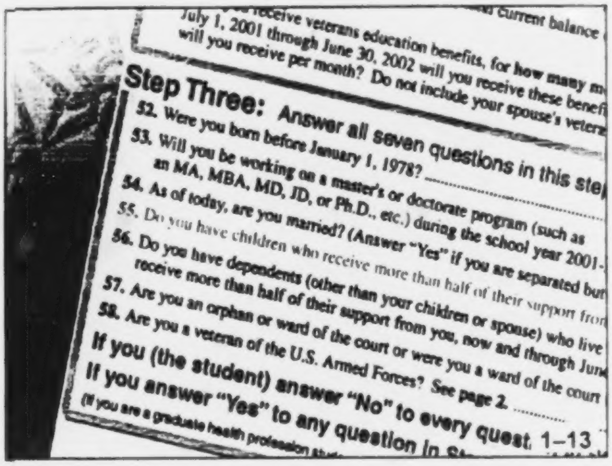

current balance
receive veterans education benefits, for how many m
July 1, 2001 through June 30, 2002 will you receive these benef
will you receive per month? Do not include your spouse's veter

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55. Do you have children who receive more than half of their support fro
56. Do you have dependents (other than your children or spouse) who live receive more than half of their support from you, now and through Jun
57. Are you an orphan or ward of the court or were you a ward of the court
58. Are you a veteran of the U.S. Armed Forces? See page 2.

If you (the student) answer "No" to every quest
If you answer "Yes" to any question in S
(If you are a graduate health profession stu

1–13

9. Question 55/56: Dependents?

The final important change to the FAFSA for 2001-2002 concerns "dependents other than a spouse." This question on previous FAFSAs was difficult for some students to understand. So, SFA decided to divide it into two shorter, and more manageable, questions.

On the 2001-2002 FAFSA, question 55 will ask:

"Do you have children who receive more than half of their support from you?"

Then, question 56 will ask: "Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2002?"

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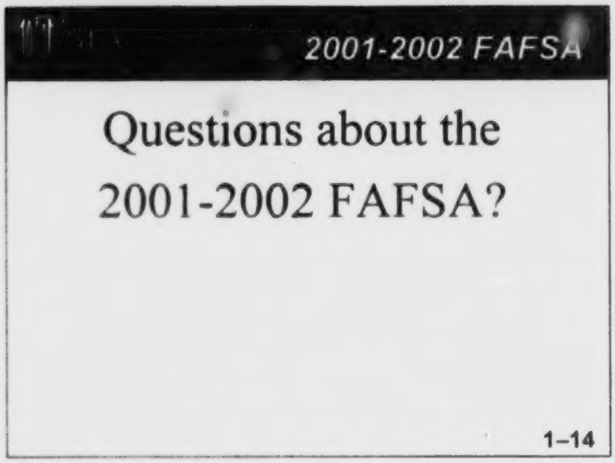
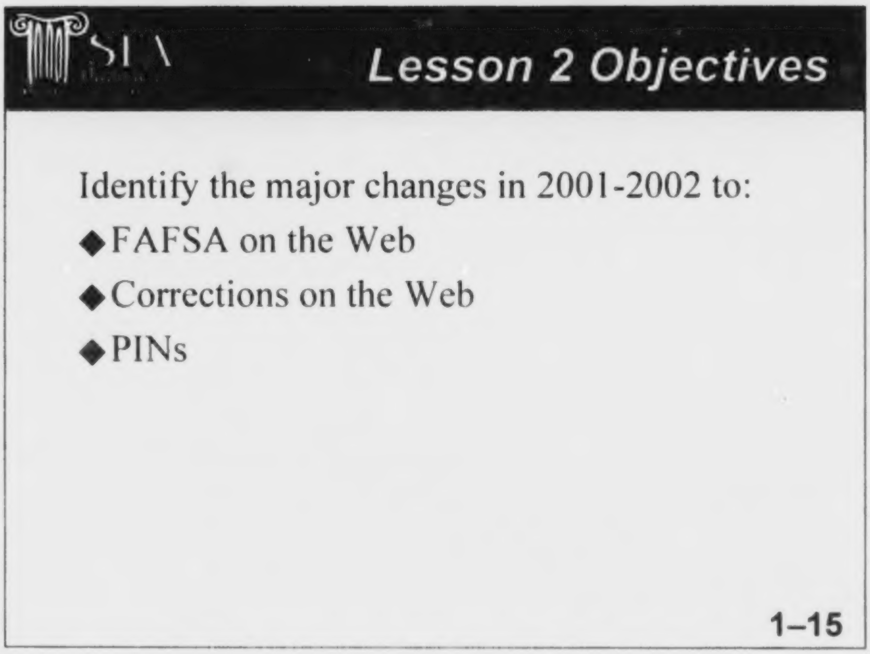


2001-2002 FAFSA

Questions about the 2001-2002 FAFSA?

1–14

Lesson 2: FAFSA on the Web



Lesson 2 Objectives

Identify the major changes in 2001-2002 to:

- FAFSA on the Web
- Corrections on the Web
- PINs

Key Terms

Corrections on the Web

Corrections on the Web allows students to correct their FAFSA data on-line. Students need a PIN to access and correct their data. The PIN serves as an electronic signature. Dependent students who correct parental information must also supply a parent's PIN. Note: the url for Corrections on the Web is **fafsa.ed.gov.**

FAFSA Express

FAFSA Express is a software version of the FAFSA. Students install FAFSA Express on a PC with a Windows operating system and a modem, enter their FAFSA data, and then transmit an electronic FAFSA to the CPS.

FAFSA on the Web

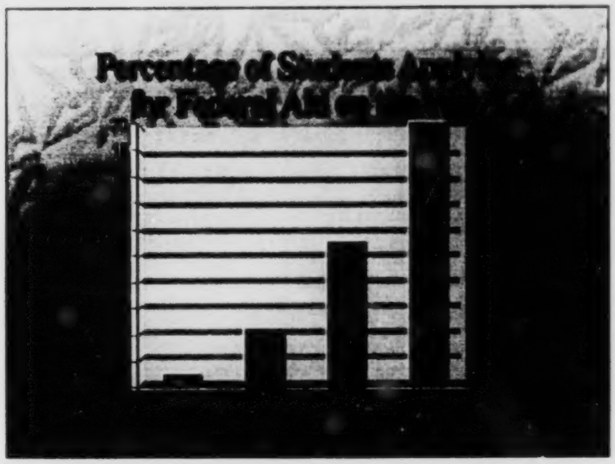
FAFSA on the Web is a web version of the FAFSA that provides a fast, easy, and secure method of filing for federal student aid. Students with web access and a standard commercially available browser can use FAFSA on the Web. The url is: **fafsa.ed.gov.**

PIN

The Personal Identification Number serves as the student's secret code or identifier, letting the student have access to personal information in various Department of Education systems, such as the CPS, NSLDS, and Direct Loans. The PIN also serves as an electronic signature for FAFSA on the Web, Renewal FAFSA on the Web, Corrections on the Web, and FAFSA Express. At one time, the PIN was known as the EAC (Electronic Access Code).

Renewal FAFSA on the Web

Renewal FAFSA on the Web is a web version of the Renewal FAFSA. It allows students with PINs to access and update prior year data. Students need web access and a standard commercially available browser to use Renewal FAFSA on the Web. The url is: **fafsa.ed.gov.**



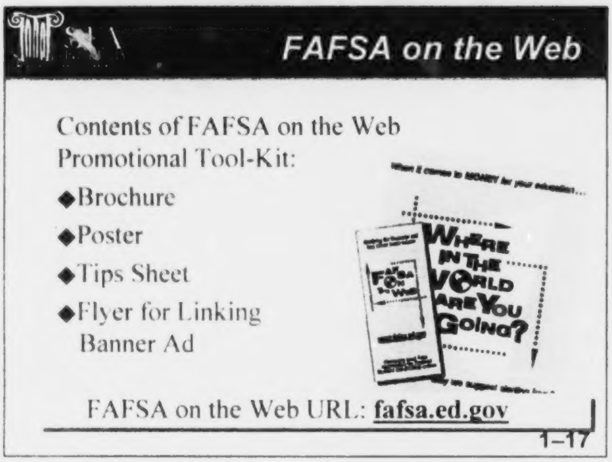
FAFSA on the Web Usage Increasing

One of SFA's ongoing missions is to encourage students to file their financial aid applications electronically. Electronic filing is an easy, fast, and secure way for students to apply for federal aid, and, consequently, the percentage of students filing on the web has increased rapidly over the past four years.

In 1999-2000, about 11 percent of all applicants applied using FAFSA on the Web or Renewal FAFSA on the Web. Through December 2000, 20 percent had used the web to apply for federal aid for the 2000-2001 award year. That's 1.9 million students.

Electronic applications, in general, account for 36 percent of all 2000-2001 applications received through Fall 2000:

- 15 percent of those applications are from EDExpress. These are the FAFSAs and Renewal FAFSAs that schools have entered and transmitted to the CPS
- 1 percent of the applications are from FAFSA Express
- As mentioned, 20 percent are from the web



FAFSA on the Web

Contents of FAFSA on the Web Promotional Tool-Kit:

- ◆Brochure
- ◆Poster
- ◆Tips Sheet
- ◆Flyer for Linking Banner Ad

Where in the World Are You Going?

FAFSA on the Web URL: **fafsa.ed.gov**

1–17

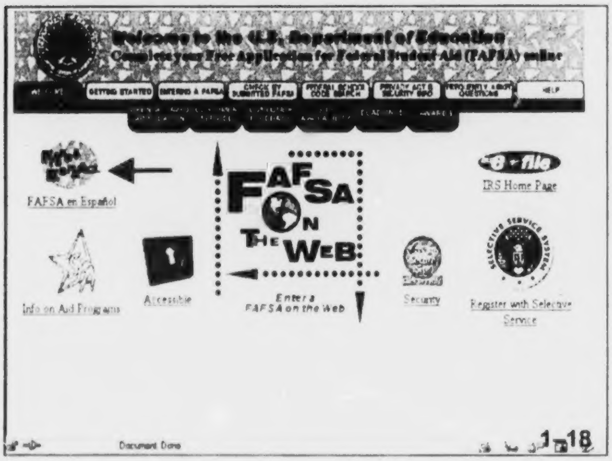
FAFSA on the Web Promotion

In November 2000, SFA mailed a FAFSA on the Web promotional tool-kit to high schools, TRIO centers, libraries, state educational agencies, Parent Teacher Associations, as well as post-secondary schools.

This tool-kit included a brochure, a poster, and a one-page flyer with tips on using the Internet to apply for financial aid. The kit also included a flyer that explains to schools how they can create a banner ad to link their web sites directly to FAFSA on the Web.

SFA encourages schools to use the tool-kit to inform students that the Internet is a fast, easy, and secure way of filing the FAFSA. Call 1-800-433-3243 to order the tool-kit, or additional copies of the poster and brochure.

Note: the url for FAFSA on the Web is: **fafsa.ed.gov**.


Welcome to the U.S. Department of Education
Complete your Free Application for Federal Student Aid (FAFSA) online
GETTING STARTED
HELP
FAFSA en Español
FAFSA ON THE WEB
Enter a FAFSA on the Web
e-file
IRS Home Page
Info on Aid Programs
Accessible
Security
Register with Selective Service
Document Done
1-18

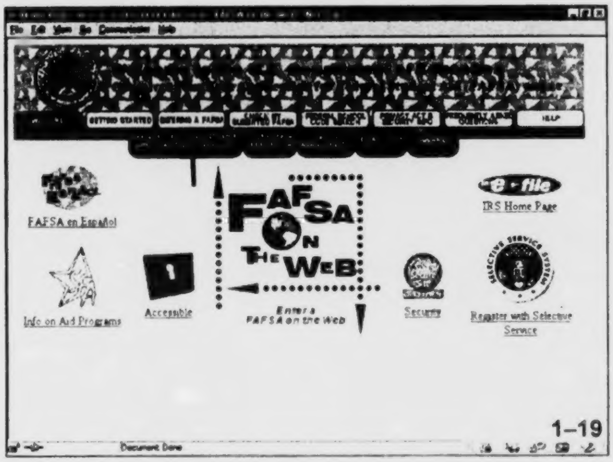
FAFSA en Espanol

A number of features were added to FAFSA on the Web in 2001-2002, many of which are the result of feedback we've received from students, parents, and schools.

One of the new features is a Spanish version of FAFSA on the Web. FAFSA en Espanol provides an on-line alternative to the Spanish language version of the paper FAFSA. Instructions, help text, field labels, and data entry error messages are all in Spanish.

Also, Spanish-speaking operators are available at **1-800-511-5806**.

Access the Spanish version of FAFSA on the Web by clicking the icon on the FAFSA on the Web home page.

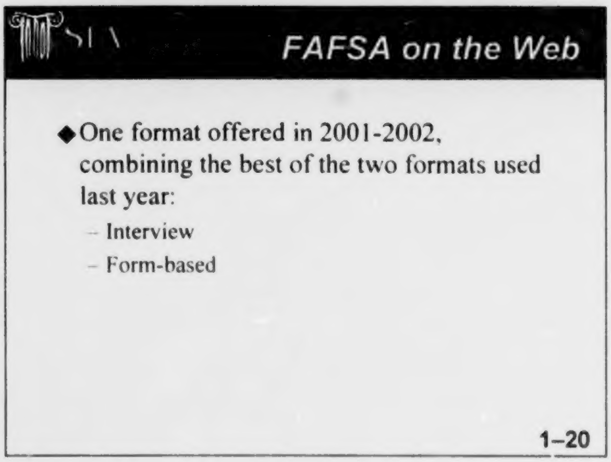

GETTING STARTED
ENTERING A FAFSA
HELP
FAFSA en Español
Info on Aid Programs
Accessible
FAFSA ON THE WEB
Enter a FAFSA on the Web
Security
e-file
IRS Home Page
Register with Selective Service
1–19
Document Done

Redesigned Home Page

The 2001- 2002 FAFSA on the Web home page has been redesigned.

The addition of tabs for the main menu and sub- menus simplifies navigation. Clicking any tab on the main menu displays a different set of sub-menu tabs.

Most students will begin by clicking **Entering A FAFSA**.



SFA

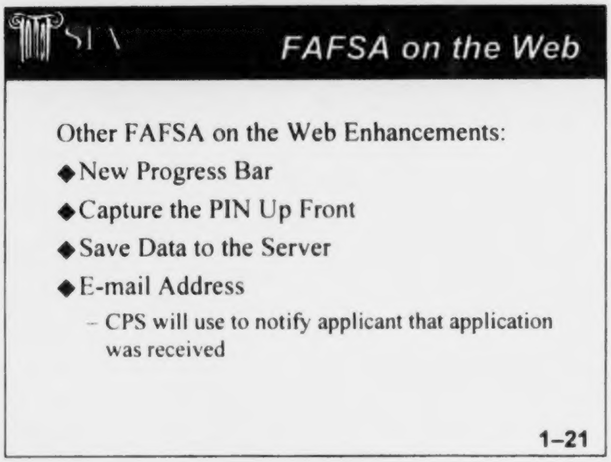
FAFSA on the Web

- One format offered in 2001-2002, combining the best of the two formats used last year:
  - Interview
  - Form-based

Consolidating Data Entry Format

The format that students use to enter data is another important improvement to FAFSA on the Web.

SFA has eliminated the interview version because of the clear preference applicants had for the form-based version. For 2001-2002, only the form-based version is offered, but it includes all of the extensive help text and skip logic previously featured in the interview format.



SFA

FAFSA on the Web

Other FAFSA on the Web Enhancements:

- New Progress Bar
- Capture the PIN Up Front
- Save Data to the Server
- E-mail Address
  - CPS will use to notify applicant that application was received

1–21

New Progress Bar

A new progress bar is another enhancement to FAFSA on the Web. The new progress bar, which appears on every entry screen, clearly shows applicants what sections they have already completed and what sections remain. The progress bar also serves as a navigation menu, so the student can easily skip back and review sections already completed.

Capture the PIN Up Front

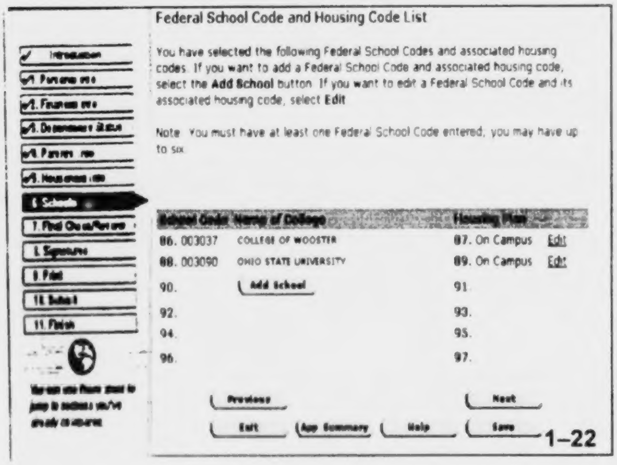
Another change to FAFSA on the Web for 2001-2002 is that students are given the opportunity up front to electronically sign the application by entering their PIN. By capturing the PIN up front, we have made the signature process easier for students who have PINs. If a student enters a PIN, the database is scanned to see if the student is eligible to file a renewal application. If so, the student is given the option of completing Renewal FAFSA on the Web instead of FAFSA on the Web. Renewal FAFSA on the Web is easier and faster to complete, so SFA encourages students to use this product whenever possible.

Save Data to the Server

In 2001-2002, students can save their data to the FAFSA on the Web server. Students are asked to provide their SSN, date of birth, first two letters of their last name, and a self-selected password. To retrieve their data, all they need to do is provide the same information. Data will be stored on the server for up to 45 days. Students can store their data an additional 45 days by retrieving their data without making additional changes.

E-mail Address

In 2001-2002, students can provide an e-mail address on FAFSA on the Web or one of the other electronic application products, such as EDExpress and FAFSA Express. The e-mail address will not be collected on the paper FAFSA. The Central Processing System will use the email address to notify students that their electronic application has been successfully received. In addition, schools can use this email address to communicate with their student aid applicants.



Federal School Code and Housing Code List

You have selected the following Federal School Codes and associated housing codes. If you want to add a Federal School Code and associated housing code, select the **Add School** button. If you want to edit a Federal School Code and its associated housing code, select **Edit**

Note: You must have at least one Federal School Code entered; you may have up to six

School Code	Name of College	Housing Plan	
86. 003037	COLLEGE OF WOOSTER	87. On Campus	Edit
88. 003090	OHIO STATE UNIVERSITY	89. On Campus	Edit
90.	Add School	91.	
92.		93.	
94.		95.	
96.		97.	

1–22

New "Shopping Cart" Approach for School Selection

A "shopping cart" approach is used in 2001-2002 to search and select school codes. Each new school code is displayed to applicants as they select it. The full list of schools designated to receive FAFSA data is shown on the screen.

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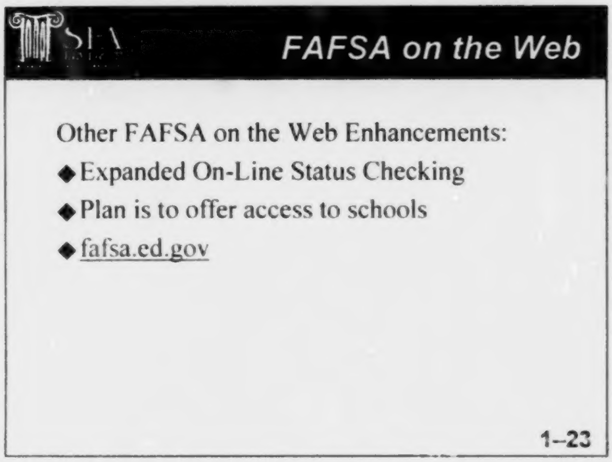


FAFSA on the Web

Other FAFSA on the Web Enhancements:

- Expanded On-Line Status Checking
- Plan is to offer access to schools
- fafsa.ed.gov

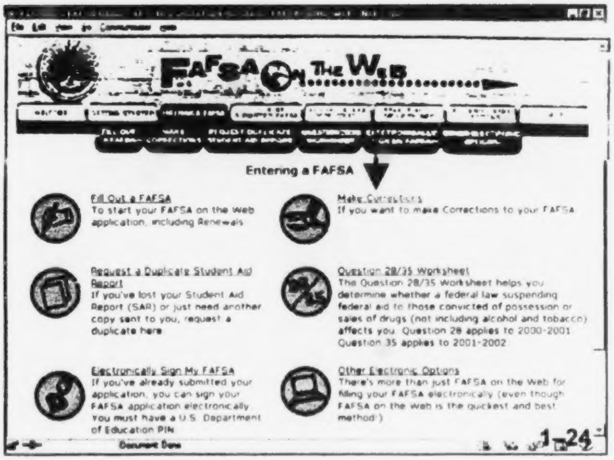
1–23

Enhanced On-Line Application Status-Checking

In 2000-2001, students can view their EFC and FAFSA processing dates by going to FAFSA on the Web (**fafsa.ed.gov**). In 2001-2002, in addition to being able to view their EFC and processing status, applicants with PINs will be able to view **all** of their applicant data in a format that looks similar to the paper SAR. They will be able to select a specific transaction to view and will also be able to view the comments associated with that SAR transaction.

After viewing their SAR on-line, the student can click on a link to access Corrections on the Web and make changes to their data, if necessary.

Also, SFA is working on a process for financial aid administrators to have access to student data on the web. The plan is that schools will provide the student's DRN or the school will have to be listed on that transaction. This process will be available sometime in 2001-2002.



Entering a FAFSA

Fill Out a FAFSA
To start your FAFSA on the Web application, including Renewals

Make Corrections
If you want to make Corrections to your FAFSA

Request a Duplicate Student Aid Report
If you've lost your Student Aid Report (SAR) or just need another copy sent to you, request a duplicate here

Question 28/35 Worksheet
The Question 28/35 worksheet helps you determine whether a federal law suspending federal aid to those convicted of possession or sales of drugs (not including alcohol and tobacco) affects you. Question 28 applies to 2000-2001 Question 35 applies to 2001-2002

Electronically Sign My FAFSA
If you've already submitted your application, you can sign your FAFSA application electronically. You must have a U.S. Department of Education PIN

Other Electronic Options
There's more than just FAFSA on the Web for filing your FAFSA electronically (even though FAFSA on the web is the quickest and best method!)

1-24

Corrections on the Web

Full Corrections on the Web was introduced in 2000-2001 to provide students a simple and quick way to correct answers they provided on their applications.

A "shopping cart" approach was introduced in 2001-2002 to handle student corrections. Students can select which items to correct, and Corrections on the Web displays those items only, eliminating the need to go through the entire form. This "shopping cart" approach has made this product even easier for students to use.

Here's how it works:

1. The student accesses Corrections on the Web by clicking "Make Corrections" on the main FAFSA on the Web entry screen.
2. The student is asked to provide a PIN. The PIN allows the student to gain access to his or her confidential data. It also serves as the electronic signature. After successfully entering a PIN, the student specifies the data item or items to correct.
3. The student's data is displayed in the same order that it appears on the SAR.
4. The student marks each field to correct.
5. The fields that the student has marked are then displayed for correction.

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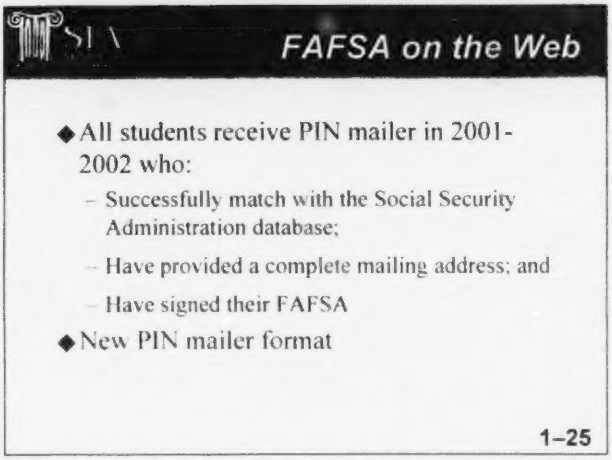


SFA **FAFSA on the Web**

- All students receive PIN mailer in 2001-2002 who:
  - Successfully match with the Social Security Administration database;
  - Have provided a complete mailing address; and
  - Have signed their FAFSA
- New PIN mailer format

1–25

PINs

The PIN serves as the student's secret code or identifier, letting the student have access to personal information in various Department of Education systems, such as the CPS, NSLDS, and Direct Loans. It's similar to the Personal Identification Number that you get from your bank that lets you access your account. By keeping their PIN secret, students prevent others from accessing personal financial aid and other information in these databases. The PIN also serves as an electronic signature for FAFSA on the Web, Renewal FAFSA on the Web, Corrections on the Web, and FAFSA Express.

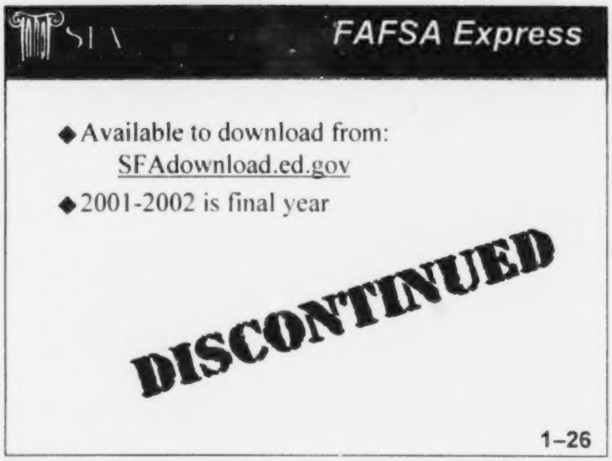
The basic requirements for PINs aren't changing for 2001-2002. A parent's signature, as well as a student's signature, is required on a dependent student's FAFSA on the Web application. A PIN can serve as the parents' electronic signature, if the parent has one. Note, however, that currently the only way a parent would receive a PIN is if he or she had applied for federal student aid as a student applicant. If the parent doesn't have a PIN, he or she will need to print, sign, and submit a signature page, or sign a rejected SAR.

In 2000-2001, SFA began sending PINs to every student who files a paper or electronic FAFSA that meets certain criteria. This practice will continue in 2001-2002. Applicants automatically receive a PIN if they:

- Successfully match with the Social Security Administration database,
- Have provided a complete mailing address, and
- Have signed their FAFSA.

This includes new applicants, as well as continuing applicants. Students who already have a PIN receive a mailer with the same PIN number as before.

In 2001-2002, the PIN mailer has a different format. It has a card that students can tear off, place in their wallet, and refer to when applying for aid, making corrections, and accessing other Department of Education systems.



FAFSA Express

- Available to download from: SFAdownload.ed.gov
- 2001-2002 is final year

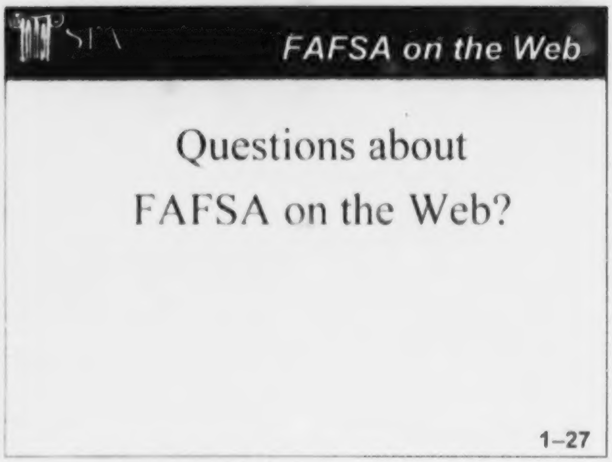
DISCONTINUED

1–26

FAFSA Express

Students will be able to continue to use FAFSA Express in 2001-2002 to apply for financial aid. The new version of FAFSA Express is available on **SFAdownload.ed.gov** for downloading.

However, due to the declining number of applicants using FAFSA Express, 2001-2002 is the last year that SFA will offer FAFSA Express as a way to apply for financial aid.

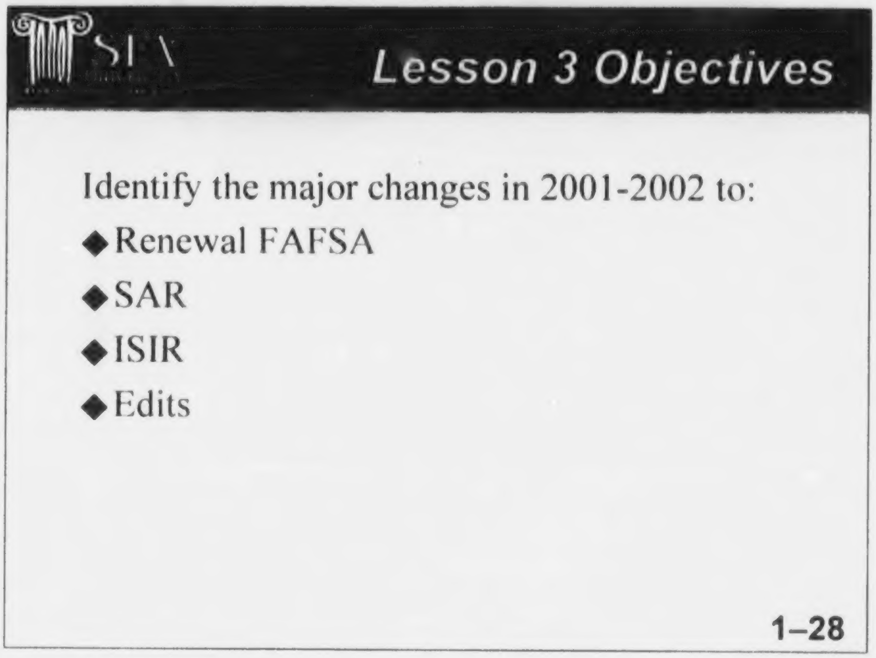


FAFSA on the Web

Questions about FAFSA on the Web?

Session 1— Delivery System Updates

Lesson 3: Renewal FAFSA, SARs, ISIRs, and Edits



Lesson 3 Objectives

Identify the major changes in 2001-2002 to:

- Renewal FAFSA
- SAR
- ISIR
- Edits

Key Terms

Message Class

A Message Class is a file name of a batch of records that identifies the type of records in the batch. Eight-character message classes are used, with the first four characters designating the type of data in the batch; the second two indicating the processing year; and the last two describing whether the batch arrived from one of SFA's systems (OP) or whether the school transmitted the batch to one of SFA's systems (IN). SYSG02OP, for example, is a message class for system-generated ISIRs (SYSG), for 2001-2002 (02) that arrived from the CPS (OP).

MPN

The Master Promissory Note can be used to make one or more loans for one or more academic years, as authorized by the Department of Education. In many cases, the school can increase a student's Subsidized and Unsubsidized Stafford loan amounts without having the student sign an additional MPN. The school can also change the loan distribution between Subsidized and Unsubsidized loans without having to print an additional MPN.

Renewal FAFSA

The Renewal FAFSA allows students to apply for federal student aid by updating the information they provided during the prior award year instead of completing a new application.

School Code

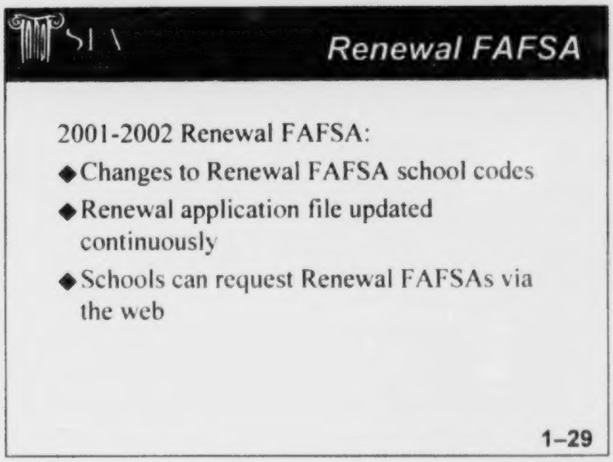
The school code is the six-digit identifier assigned to each postsecondary school participating in the Title IV programs.

System-generated ISIRs

ISIRs that the CPS creates without any input from the student or the school.

Transaction

A transaction is one of the applicant's records that are stored in the CPS database. Submittal of the FAFSA creates a transaction in the CPS database, as does each correction submitted by the student or school. A two-digit Transaction Number identifies the transaction.



Renewal FAFSA

2001-2002 Renewal FAFSA:

- Changes to Renewal FAFSA school codes
- Renewal application file updated continuously
- Schools can request Renewal FAFSAs via the web

1–29

Changes to Renewal FAFSA School Codes

The most significant change is how the school codes are presented on the Renewal FAFSA, and what the student does to indicate whether or not they want SFA to send the Renewal FAFSA data to one or more of those schools.

On the 2000-2001 Renewal FAFSA, the student had to indicate which schools listed on the form should receive his or her data. In 2001-2002, we're doing the opposite of that. Unless the student deletes or changes the school code, the CPS automatically sends the Renewal FAFSA data to the schools listed on the form.

Renewal Application File Updated Continuously

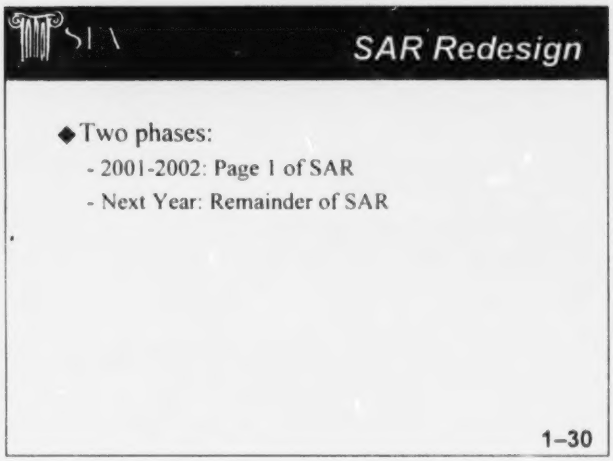
Beginning in 2001-2002, students can file Renewal FAFSA on the Web applications on a continuous basis.

In prior years, the CPS built the renewal application file only once each year, during the fall. Students who applied for aid after the file was built weren't able to take advantage of the renewal application process because their records weren't in the file.

This year, the CPS is building the renewal application file on a continuous basis. That means that students who apply for aid in 2000-2001 after the creation of the initial renewal application file in Fall 2000 will be able to use Renewal FAFSA on the Web to reapply for aid in 2001-2002.

Request Renewal FAFSAs via the Web

Sometime during Spring 2001, financial aid administrators will be able to go to the web and request to have a paper Renewal FAFSA printed and mailed to them for an individual student. Students sometimes misplace their applications or, because they've moved, they don't receive their application in the first place. This new feature will allow schools, on a case-by-case basis, to request printed Renewal Applications for their students.



SAR Redesign

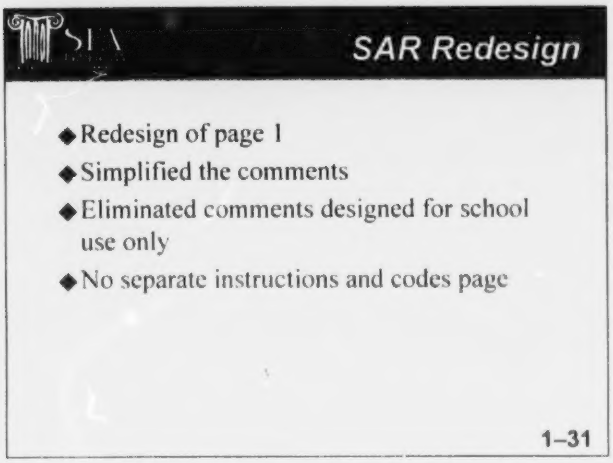
- Two phases:
  - 2001-2002: Page 1 of SAR
  - Next Year: Remainder of SAR

SAR Redesign

The SAR has a new look in 2001-2002.

SFA has started a project to redesign the SAR to make it easier for students to understand. The redesign effort will occur in two phases. For 2001-2002, the focus is on the first page of the SAR. The changes made address some of the problems that students and parents are having with this part of the SAR. A copy of the new SAR is found in Appendix B.

Next year, SFA will work on improving the rest of the SAR.



SFA

SAR Redesign

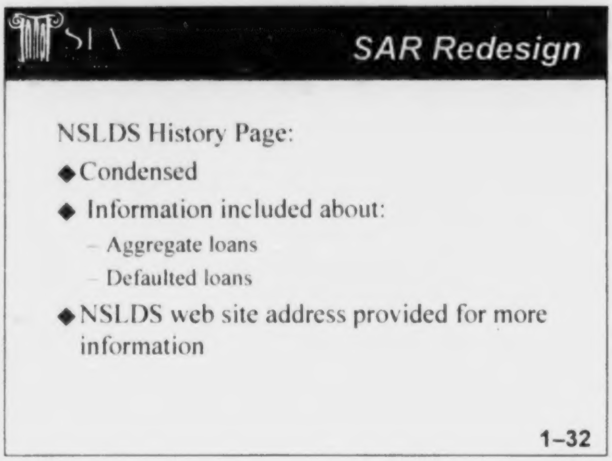
- Redesign of page 1
- Simplified the comments
- Eliminated comments designed for school use only
- No separate instructions and codes page

1–31

Redesign of Page 1

The first page of the SAR was extensively redesigned to make it clearer to students where they are in the process, and who the various players are. SFA also:

- Simplified and reorganized the comments
- Eliminated comments designed for school-use only
- Integrated the information on the Instructions and Codes page into the body of the form.



SAR Redesign

NSLDS History Page:

- Condensed
- Information included about:
  - Aggregate loans
  - Defaulted loans
- NSLDS web site address provided for more information

1–32

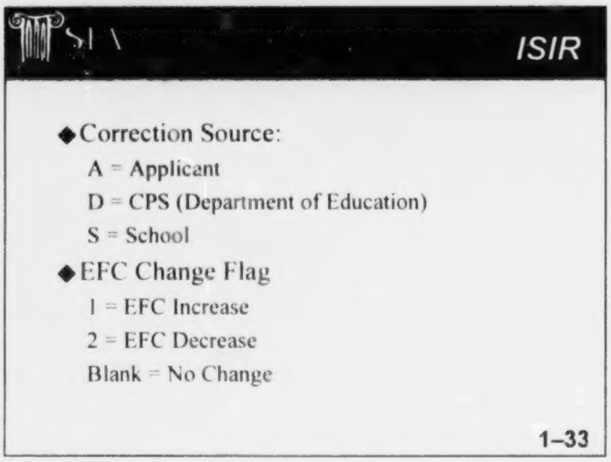
NSLDS History Page

The information that's provided on the NSLDS History page was condensed. The SAR continues to have NSLDS history information, but is limited to information that the student needs to know.

In 2001-2002, only the following information is provided:

- Aggregate loan levels
- Defaulted loans, if the student has any

The NSLDS web address is provided on the SAR for students who need more information about their financial aid history.



ISIR

- ◆Correction Source:
  - A = Applicant
  - D = CPS (Department of Education)
  - S = School
- ◆EFC Change Flag
  - 1 = EFC Increase
  - 2 = EFC Decrease
  - Blank = No Change

1–33

New ISIR Fields

A copy of the 2001-2002 ISIR record layout can be found in Appendix C.

Several fields were added to the ISIR. Because they are for school use, they were not added to the SAR.

One new field lets schools know who was responsible for making corrections. This one digit field, located in position 602 on the ISIR, has the following codes:

A = Applicant

D = CPS (Department of Education)

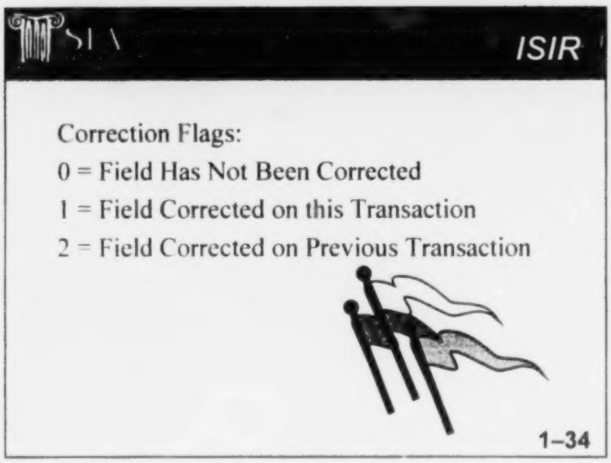
S = School

Another new field tells schools whether the EFC increased or decreased from the previous transaction. This one digit field, located in position 607 on the ISIR, has the following codes:

1 = EFC Increase

2 = EFC Decrease

Blank = No Change



ISIR

Correction Flags:

0 = Field Has Not Been Corrected

1 = Field Corrected on this Transaction

2 = Field Corrected on Previous Transaction

1–34

New Correction Flags

The correction flags currently on the ISIR that indicate whether a field has been corrected have been enhanced for 2001-2002.

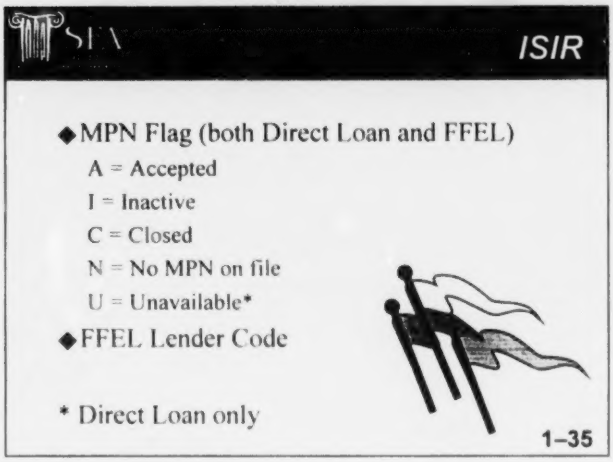
Last year, in 2000-2001, the flags were cumulative. Each time a student made a correction, the field was flagged, and it remained flagged for future transactions.

Flags have been added to allow schools to identify whether or not the field was corrected on the most recent transaction. In 2001-2002, the codes are:

0 = Field has never been corrected

1 = Field was corrected on this transaction

2 = Field was corrected on a previous transaction



SFA

ISIR

- ◆MPN Flag (both Direct Loan and FFEL)
  - A = Accepted
  - I = Inactive
  - C = Closed
  - N = No MPN on file
  - U = Unavailable*
- ◆FFEL Lender Code

* Direct Loan only

1–35

New NSLDS History Fields

NSLDS history fields have been added to the ISIR.

Master Promissory Note (MPN) flags, one for Direct Loans and one for Federal Family Education Loans (FFEL), are new fields. The Direct Loan field, located in position 1706 on the ISIR, has the following codes:

A = Accepted

I = Inactive

C = Closed

N = No MPN on file

U = Unavailable

The FFEL field, located in position 1707, has the following codes:

A = Accepted

I = Inactive

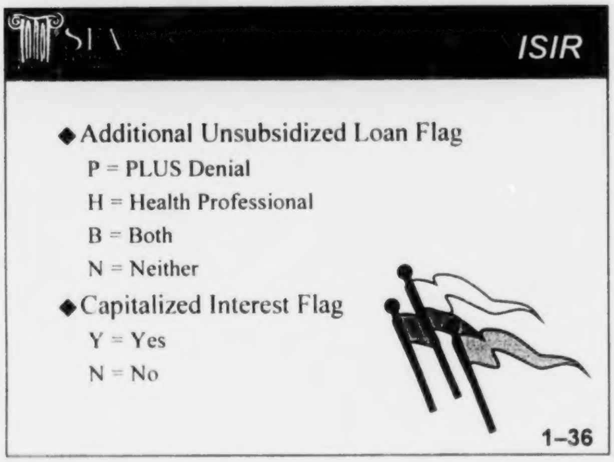
C = Closed

N = No MPN on file

Lender codes are associated with the FFEL MPN flags. These indicate the 6-digit code of the lender and whether more than one lender was involved.

Note that the FFEL MPN is not a field that can be used in a query in EDExpress.

This information is at the student level, meaning that it appears only once on the ISIR, even if the student has more than one loan.



ISIR

- ◆ Additional Unsubsidized Loan Flag
  - P = PLUS Denial
  - H = Health Professional
  - B = Both
  - N = Neither
- ◆ Capitalized Interest Flag
  - Y = Yes
  - N = No

1–36

New Loan Level Flags

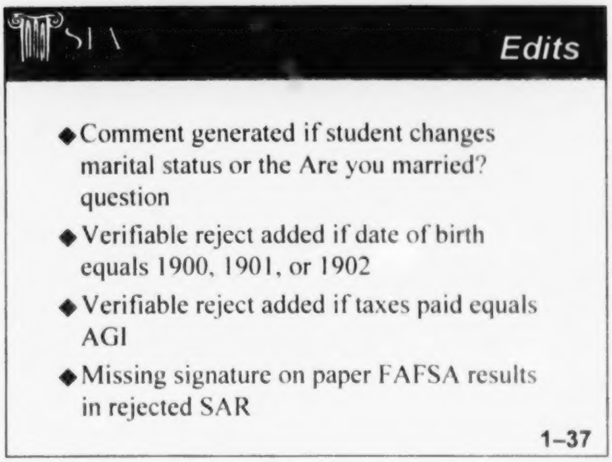
Two flags were added to the ISIR at the loan level.

The Additional Unsubsidized Loan Flag gives the school specific information about whether the loan amount borrowed includes the unsubsidized loan amount in excess of what the student would normally receive. The student would be eligible for this amount if:

- The parents were denied a PLUS loan and the student borrowed an additional unsubsidized loan (code P), or
- The student is a health professional student (code H).

A B indicates that the student meets both conditions (has parents who were denied a PLUS loan and is a health professional student). An N indicates that the student meets neither condition.

The second new flag is the Capitalized Interest flag, which indicates whether or not capitalized interest is included in the loan amount.



SFA **Edits**

- ◆Comment generated if student changes marital status or the Are you married? question
- ◆Verifiable reject added if date of birth equals 1900, 1901, or 1902
- ◆Verifiable reject added if taxes paid equals AGI
- ◆Missing signature on paper FAFSA results in rejected SAR

1–37

Edit Changes

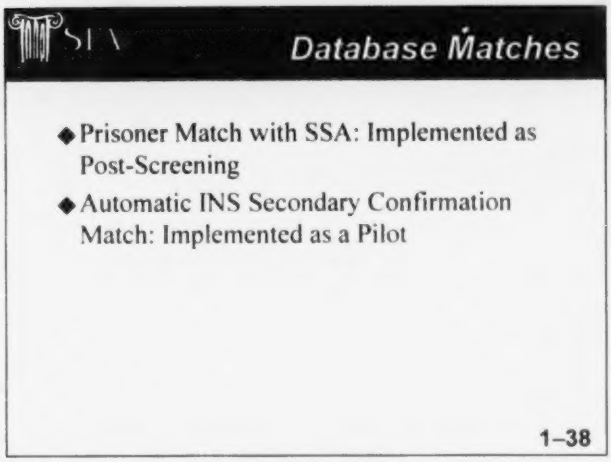
A few minor changes were made to how the Central Processing System edits FAFSA data.

First, an edit was added to generate a comment if the student corrects either their marital status or the "Are You Married?" question. These are fields that should not be updated by students. This tells financial aid administrators whether students changed either answer.

A new date of birth edit affects only a small number of applicants. In 2001-2002, if the date of birth equals 1900, 1901, or 1902, the application will be rejected. The reject is verifiable, which means that if applicants are truly 98 years old or older, their application can be processed.

In response to many schools' requests, an edit was added to reject applications where the reported taxes paid equals adjusted gross income. Often students make the mistake of writing down the same value twice. This is also a verifiable reject.

Finally, the way paper FAFSAs are handled when a signature is missing has been changed. In 2001-2002, paper FAFSAs without a signature are processed, and a SAR with reject 14 is sent to the student. This change is consistent with how electronic applications without a signature are handled.



SFA

Database Matches

- Prisoner Match with SSA: Implemented as Post-Screening
- Automatic INS Secondary Confirmation Match: Implemented as a Pilot

1–38

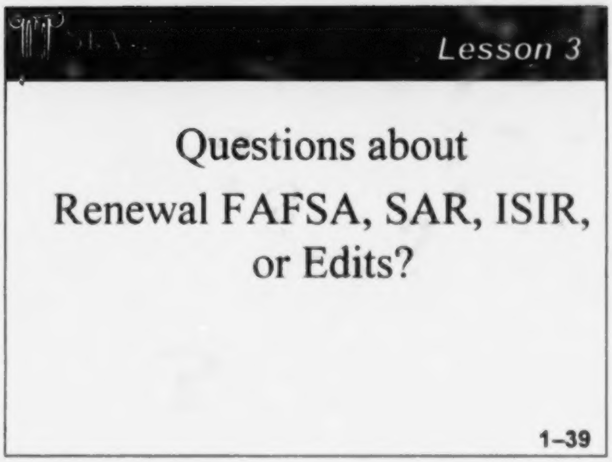
Database Matches

Two changes were made to the matches.

The first change concerns the Prisoner Match, in which student applicant records are matched against the Social Security Administration's (SSA) prisoner file. In 2001-2002, the Prisoner Match is a post-screening match, meaning that applicant records are not matched with the SSA's database when they are initially processed at the CPS. Instead, the CPS sends the SSA a file on a fixed schedule. The SSA matches the file against its database and sends it back to the CPS with the results. The CPS then system-generates a transaction for any student that the SSA indicates is incarcerated.

The second match is a follow-up to the match that is currently performed with the Immigration and Naturalization Service (INS.) SFA is working with the INS to set up an automated Secondary Confirmation Match that will be implemented sometime in 2001-2002. When the CPS receives records back from the INS from Primary Verification, it determines which records have a match flag of "N", meaning that the applicant is not an eligible non-citizen. Then, the CPS immediately sends the INS another file of these records for its secondary confirmation process. As soon as the INS processes the results, it sends the records back to CPS, which creates system-generated ISIRs and SARs to report the results to students and schools.

All system-generated ISIRs are in a separate message class called SYSG02OP. The records from these two new database matches are in that message class. The system-generated codes are "I" for INS Secondary Confirmation and "P" for Prisoner Match.

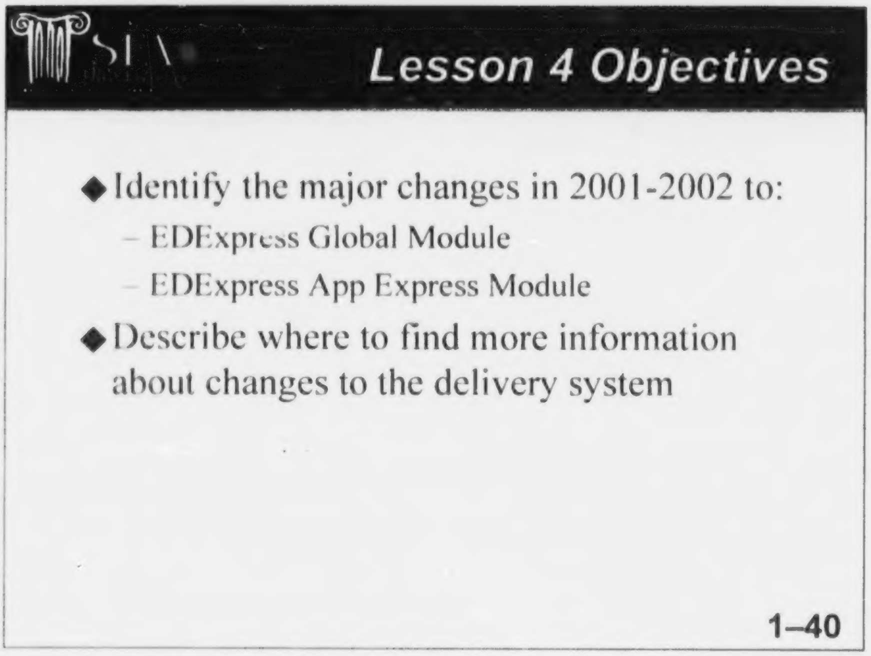


Lesson 3

Questions about
Renewal FAFSA, SAR, ISIR,
or Edits?

1–39

Lesson 4: EDExpress Global and App Express



Lesson 4 Objectives

- Identify the major changes in 2001-2002 to:
  - EDExpress Global Module
  - EDExpress App Express Module
- Describe where to find more information about changes to the delivery system

Key Terms

App Express Module

App Express is the portion of EDExpress that handles FAFSA applications, both initial and renewal, and corrections. Within App Express, you can enter FAFSA data, edit and batch initial and renewal applications, enter corrections, and import and print ISIRs.

Active Transaction

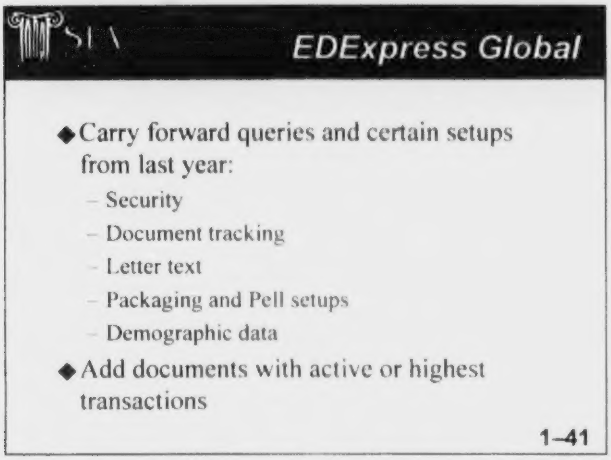
The active transaction is the transaction you're working with; the one you've paid on. Note: you may have transactions for a student after the active transaction. You make the current transaction the active transaction by opening the student's record to the ISIR Review tab and selecting Process/Activate Transaction.

Global Module

Global refers to the functions within EDExpress that affect all modules or that do not relate to a specific module. Setting up user IDs and passwords is an example of a function handled within the Global module.

Import

Adds records that fit the appropriate data format to the EDExpress database.



EDExpress Global

- Carry forward queries and certain setups from last year:
  - Security
  - Document tracking
  - Letter text
  - Packaging and Pell setups
  - Demographic data
- Add documents with active or highest transactions

1–41

Carry Forward User-Defined Queries and Setups

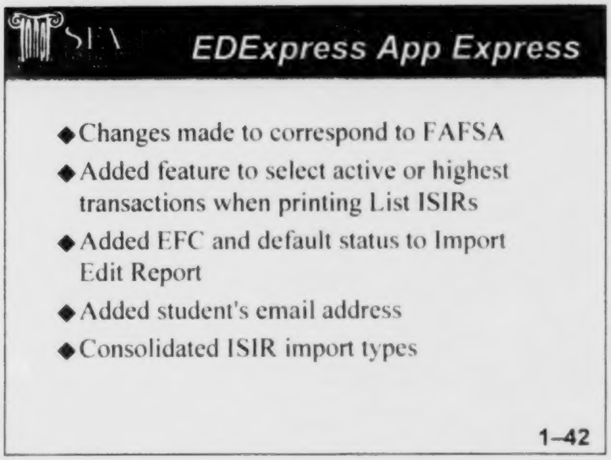
The most significant new feature in the 2001-2002 version of EDExpress is the ability to carry forward user-defined queries and certain setup information. The setups that can be brought forward include:

- Security groups
- Security users
- Document tracking setups
- User-defined letter text
- Packaging setups
- Pell setups
- Certain fields on the demographic record are brought forward including the student's first and last name, permanent address, Social Security number, date of birth, citizenship status, and dependency status. The Current SSN on the 2000-2001 database becomes both the Original and Current SSN on the 2001-2002 database.)

Until now, this information had to be re-entered each year.

Add Documents with Active or Highest Transactions

When running the Add Documents process, you can now choose the active or highest transaction. You can also specify a date range to run the process only on records added to the database between the dates you specify. To run the process on records added during a particular day, use the same date for the start and end of the range. Since this feature limits the number of records before running the process, Add Documents runs more quickly, particularly if you have a large number of records in your database.



EDExpress App Express

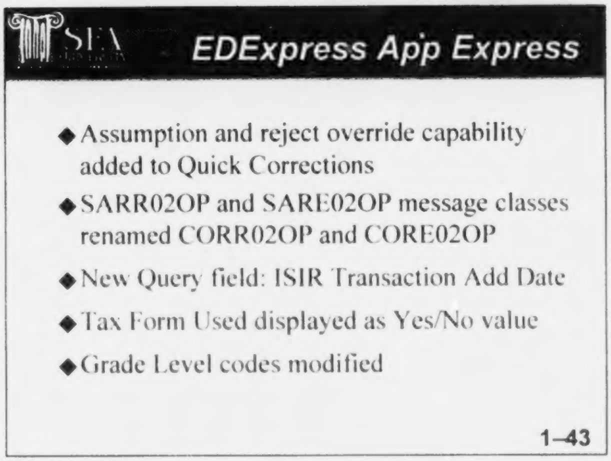
- ◆Changes made to correspond to FAFSA
- ◆Added feature to select active or highest transactions when printing List ISIRs
- ◆Added EFC and default status to Import Edit Report
- ◆Added student's email address
- ◆Consolidated ISIR import types

1–42

App Express Enhancements

This was also a "year of refinement" for the App Express module of EDExpress, with a few features added to make it a more useful software tool for financial aid administrators:

- All of the new FAFSA fields described in Lesson 1 were incorporated.
- A feature was added where schools can choose to only include either the active or highest transactions when printing a list of processed ISIRs. This will help schools exclude transactions that they don't need.
- Improvements were made to the Import Edit Report. If "Identify Activated Transaction?" is selected on the Import Dialog box, then the Import Edit Report displays both the Active ISIR's EFC, as well as the EFC of the incoming ISIR transaction. The NSLDS default flag is also displayed for both transactions. This feature makes the Import Edit Report more useful for schools to use.
- The student's e-mail address has been added. The CPS will use the email address provided by electronic filers to notify applicants that their electronic application has been received. Schools can also use this address to contact students.
- Message classes with similar record layouts have been combined into one import type. ISIR files are displayed as a single import type, instead of each specific file type as a separate import option. All ISIR files that are available to import, regardless of message class, are displayed in one combined list. Although displayed as one combined list, you will still need to import each file separately.



SFA

EDExpress App Express

◆ Assumption and reject override capability added to Quick Corrections

◆ SARR02OP and SARE02OP message classes renamed CORR02OP and CORE02OP

◆ New Query field: ISIR Transaction Add Date

◆ Tax Form Used displayed as Yes/No value

◆ Grade Level codes modified

1–43

App Express Enhancements (continued)

- Assumption and override capabilities were added to the quick correction process.
- The SARR02OP and SARE02OP message classes were renamed to CORR02OP and CORE02OP.
- We added a new field, ISIR Transaction Add Date, to query on from the Apps Express database.
- The value for the difference in Tax Form Used is displayed as a Yes or No value. It is not displayed as a calculated value.
- The values for Grade Level changed. The new values are:

0 = 1st year, never attended college
1 = 1st year, attended college
2 = 2nd year, sophomore
3 = 3rd year, junior
4 = 4th year, senior
5 = 5th year, undergraduate
6 = 1st year graduate/professional
7 = Continuing graduate/professional

New Carry-Forward Feature: Instructor Demonstration

In this demonstration, we show you the new feature that allows you to carry forward queries and certain setups from the prior year.

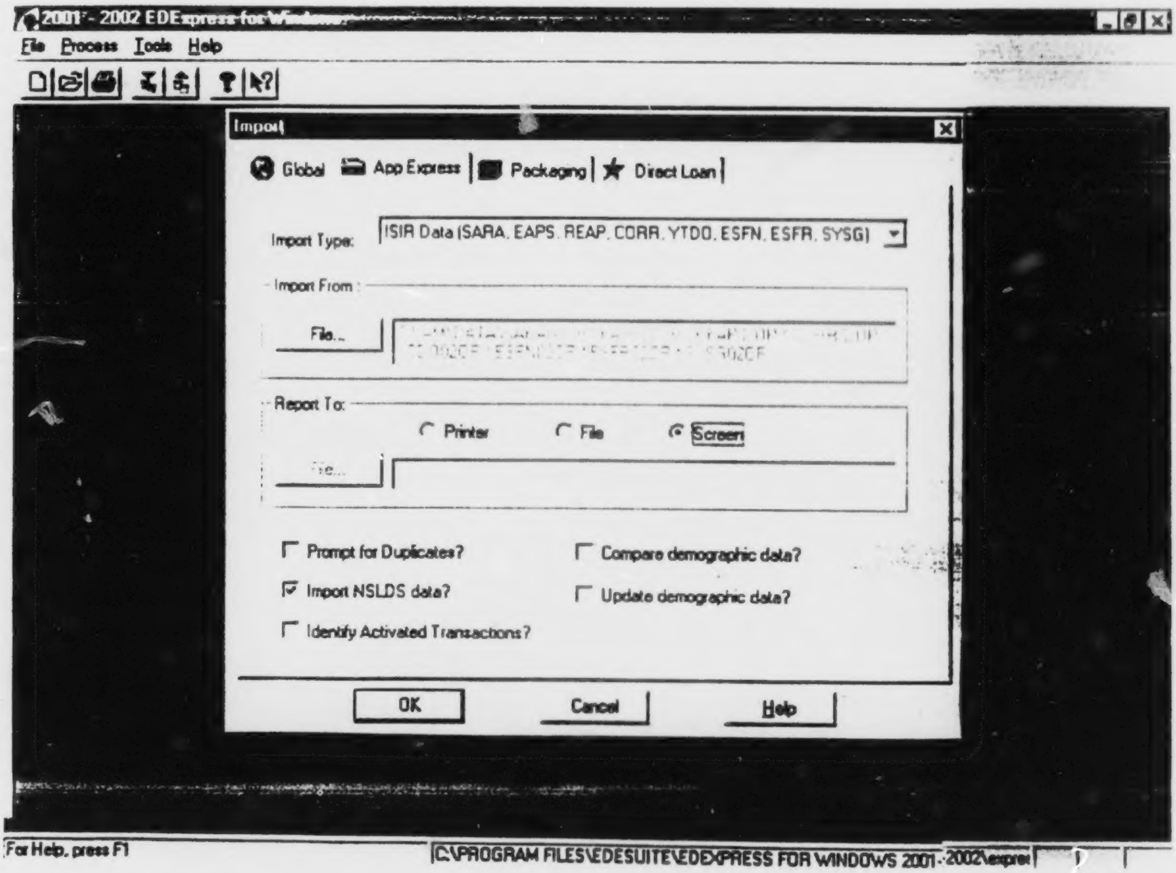
Step	Action
1	From the Windows desktop, click **Start**.
2	Select **Programs/EDESuite/EDExpress for Windows 2001-2002.**
3	Type **APPS** as your User ID.
4	Type **APPS** as your Password.
5	Select **File/Import** from the menu bar. The Import dialog box displays.
6	Click the **Global** tab. "Prior Year User-Defined Queries and Setup" should display as the Import type.
7	As a default, EDExpress displays last year's database in the "Import From" window: FILES\EDESUITE\EDEXPRESS FOR WINDOWS V6\ EXPRES01.MDB If that's the location of your 2000-2001 EDExpress database, continue to step 8 below. If that's not the location of your 2000-2001 EDExpress database, click **File** and specify the correct location.
8	Click **Screen** for the output destination.
9	Click **OK.** The Prior Year Move dialog box displays.
10	Select prior year items for import by marking the box in the Import column. The list of items available to import is sorted by module. User defined queries are pre-selected.
11	For the purposes of this demonstration, click **Cancel.** We do not have a prior year database installed on your PC. Normally, at this point, you would click OK and records would be moved forward. A report would display identifying any import exceptions.

New App Express Import Feature:

Instructor Demonstration

In this demonstration, we show you one of the new App Express import features.

Step	Action
1	From the menu bar, select **File/Import**.
2	Click on the **App Express** tab.
3	Note the Import type displayed is ISIR DATA (SARA, EAPS, REAP, CORR, YTDO, ESFN, ESFR, SYSG). EDExpress will display all files with these prefixes in the Open dialog box. You will then still need to import each file individually.


2001 - 2002 EDExpress for Windows
File Process Tools Help
Import
Global
App Express
Packaging
Direct Loan
File...
File...
OK
Cancel
Help

Import Type: ISIR Data (SARA, EAPS, REAP, CORR, YTDO, ESFN, ESFR, SYSG)

Import From:

Report To: ○ Printer ○ File ● Screen

☐ Prompt for Duplicates?
☑ Import NSLDS data?
☐ Identify Activated Transactions?
☐ Compare demographic data?
☐ Update demographic data?

For Help, press F1

C:\PROGRAM FILES\EDESUITE\EDEXPRESS FOR WINDOWS 2001-2002\expres

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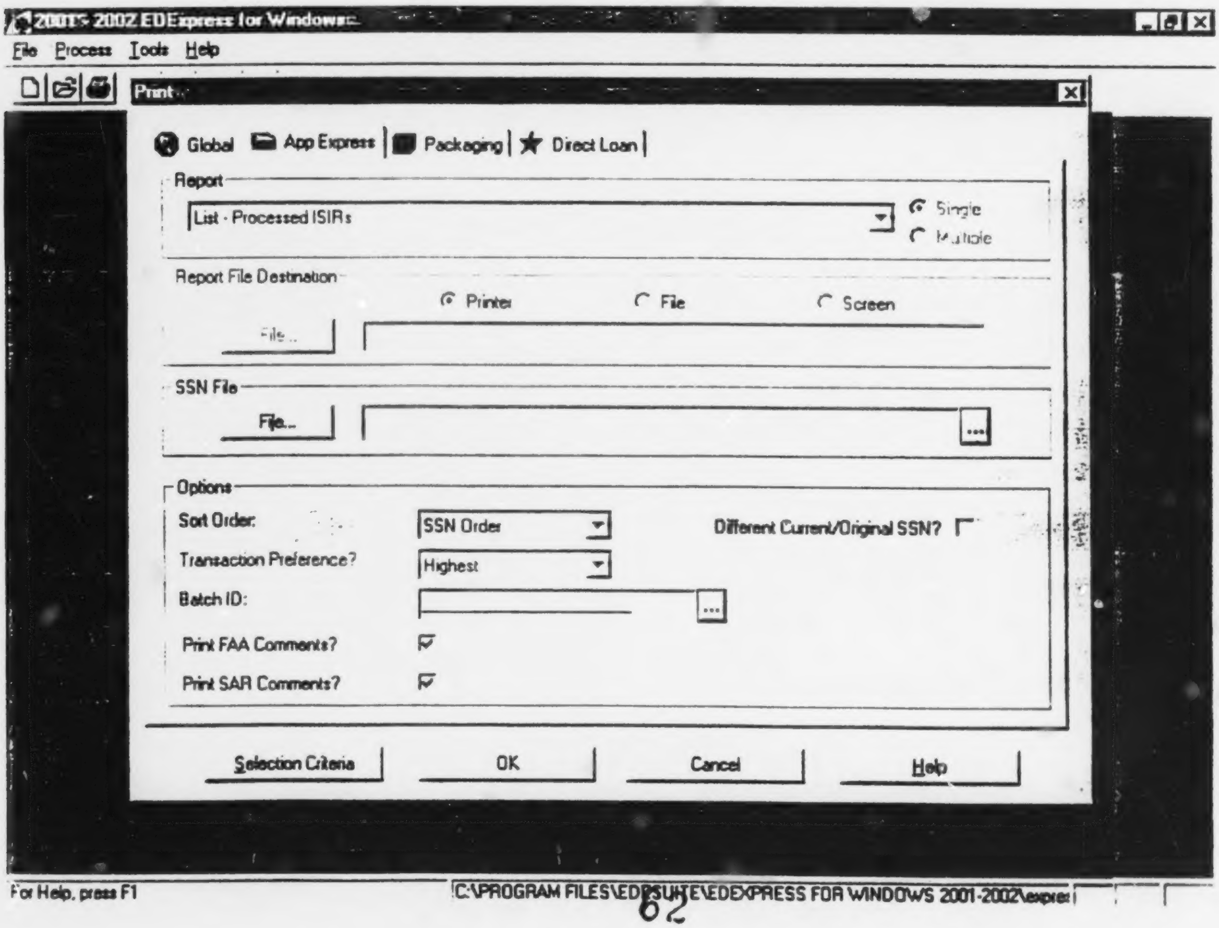
New App Express Print Feature:

Instructor Demonstration

In this demonstration, we show you one of the new App Express print features.

Step	Action
1	From the menu bar, select **File/Print**.
2	Click on the **App Express** tab.
3	Click the **down arrow** in the Report text box and choose **List-Processed ISIRs.**
4	Note that the Transaction Preference field displays. This new field allows you to specify whether you want to print the highest transaction, the active transaction, or all transactions.


2001-2002 EDExpress for Windows
File Process Tools Help
Print
Global
App Express
Packaging
Direct Loan
File...
File...
Selection Criteria
OK
Cancel
Help

Report: List - Processed ISIRs
● Single
○ Multiple

Report File Destination: ● Printer ○ File ○ Screen

SSN File:

Options
Sort Order: SSN Order
Transaction Preference?: Highest
Batch ID:
Print FAA Comments? ☑
Print SAR Comments? ☑
Different Current/Original SSN? ☐

For Help, press F1
C:\PROGRAM FILES\EDESUITE\EDEXPRESS FOR WINDOWS 2001-2002\expres

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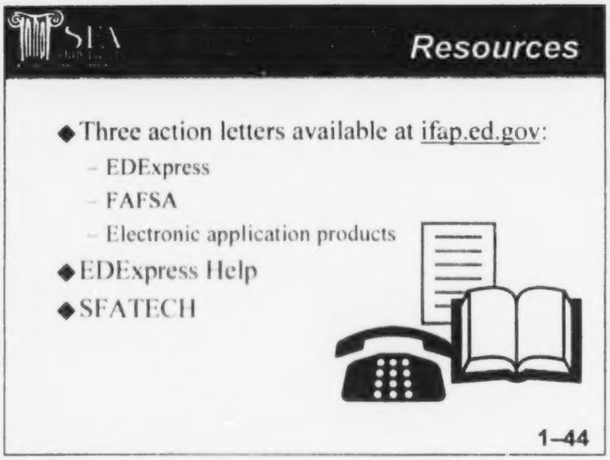


Resources

- Three action letters available at ifap.ed.gov:
  - EDExpress
  - FAFSA
  - Electronic application products
- EDExpress Help
- SFATECH

1–44

Resources

Resources are available if you want more information about the changes to the delivery system for 2001-2002.

First, SFA issued three Action Letters in Fall and Winter 2000 describing in detail the changes discussed in this session:

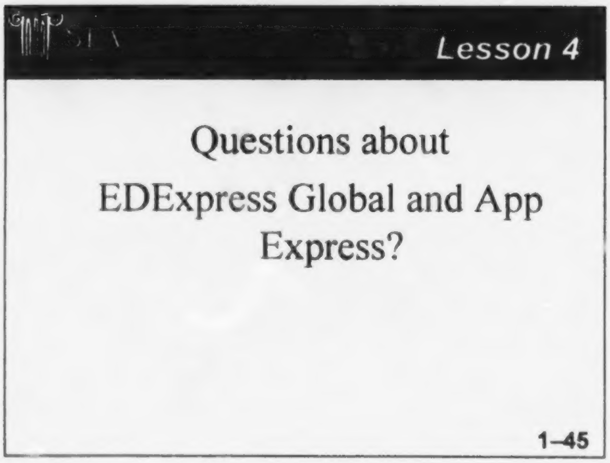
- Action Letter #3, issued November, 2000 describes changes to EDExpress
- Action Letter #4, also issued in November, 2000 describes changes to the FAFSA, the SAR and ISIR, CPS edits, and database matches.
- A final letter, issued January, 2001, describes changes to FAFSA on the Web, Renewal FAFSA on the Web, Corrections on the Web, and FAFSA Express.

To access the three letters, go to **ifap.ed.gov** and select **Action Letters.**

Second, a list of changes to EDExpress can be found by clicking Help, then "What's New for 2001-2002" on the EDExpress menu bar.

We really want users to take advantage of the SFATech web site and list serve for any questions about how to use the new features of the software. To access this site:

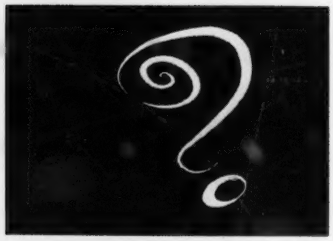
1. Go to **ifap.ed.gov.**
2. Click **Additional SFA Related Sites** on the left side of the screen.
3. Then select **SFA Technical Support**.



Lesson 4

Questions about EDExpress Global and App Express?

1–45



Session 2: Query

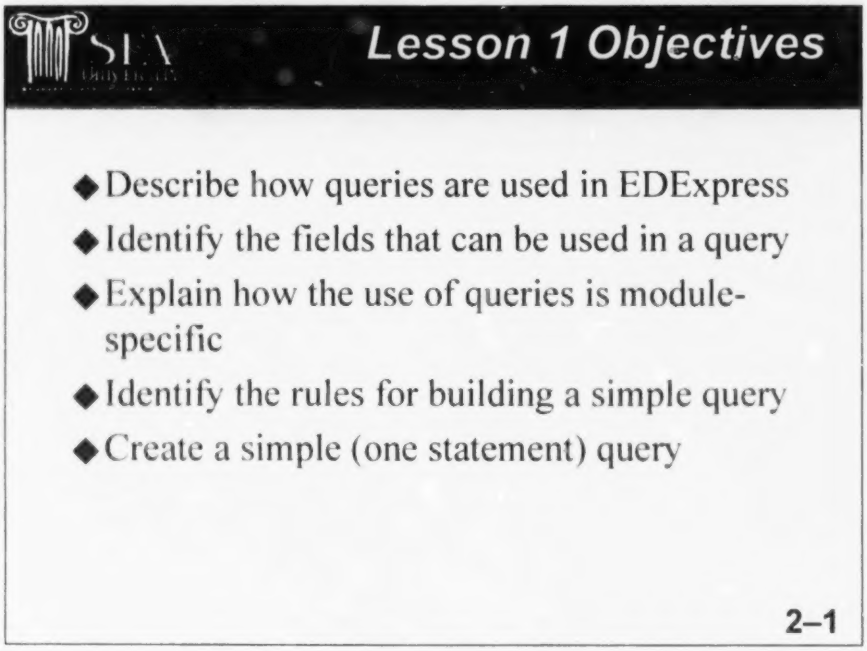
Lesson 1—Building a Simple Query

Lesson 2—Building a Complex Query

Lesson 3—Modifying a Query

Session 2—Query

Lesson 1: Building a Simple Query



Lesson 1 Objectives

- Describe how queries are used in EDExpress
- Identify the fields that can be used in a query
- Explain how the use of queries is module-specific
- Identify the rules for building a simple query
- Create a simple (one statement) query

Key Terms

Operator:

A component of a query statement. Describes the relationship between a data field and its specified value. Operators used in EDExpress are:

=	Equal to
>	Greater than
>=	Greater than or equal to
<	Less than
<=	Less than or equal to
<>	Not equal to
Like	Similar to
Not Like	Different from

Like

An operator that is used in a query to find values in a field that match a specified pattern, or "character string."

Null Value

A value that indicates missing or unknown data in a data field.

Query

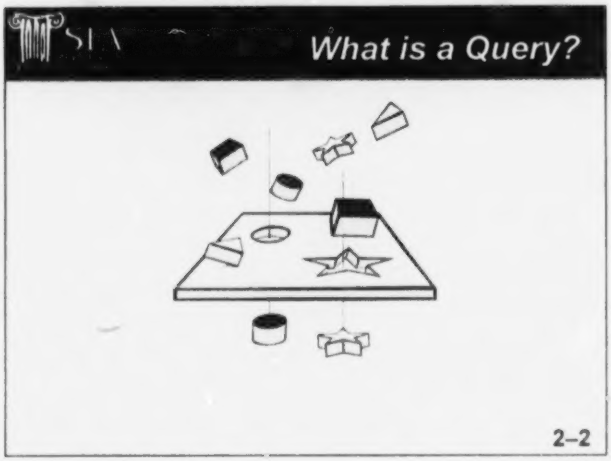
A request to retrieve data from EDExpress using criteria that you specify.

Parameter Query

A type of query that has fixed fields but not fixed values. When you create a parameter query, you specify the field name and operator for the query. Instead of specifying a value, you'll use the Prompt at Execution option. This option tells EDExpress to prompt you for the field values at the time you use the query.

User-defined Fields

Special fields that you create for your own use. User-defined fields can be used in all modules for building queries.



What is a Query?

2–2

What Is a Query?

A query is a request for certain records from your EDExpress database. A query describes records meeting certain criteria that you specify.

Think of a query as a lid on a box with geometric-shaped holes. Only objects that have the correct shape can be placed in the box; others do not fit. In this case the query (the lid) has been defined to select circles and stars, and to exclude all other objects.

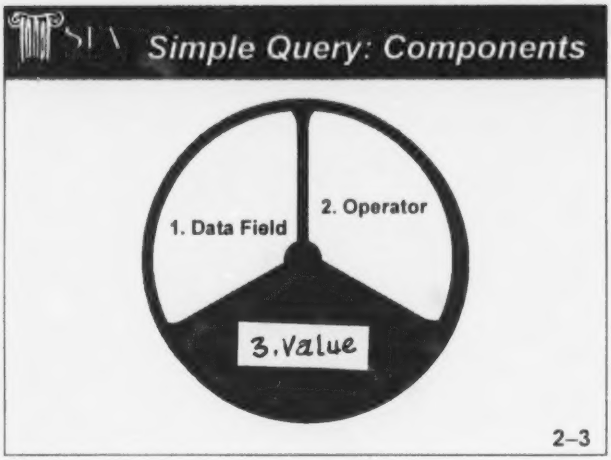
Why Create a Query?

Use a query any time you want to work with a subset of all the records on your database. For instance, you may want to print a list of ISIRs for students who have the Automatic Zero EFC. Or, when using the Packaging module, you might need to assign a certain budget to only dependent students who live on campus.

Queries are used in all modules of EDExpress to perform specific functions, such as printing and exporting. Generally, any time working with a subset of records makes sense, EDExpress provides the option to use a query. Queries are available in any dialog box where you see the "Selection Criteria" button. A list of all of the functions that make use of queries within the EDExpress Global, App Express, and Packaging modules is displayed on the following page.

Functions Using Queries, by EDExpress Module

Global	App Express	Packaging
1. Print Document Tracking Letters	1. Print FAFSAs	1. Print Letters-Award
2. Print File Folder Labels	2. Print ISIRs	2. Print List - Students by Fund Code
3. Print List - Document Tracking by Document Code	3. Print List-Entered Application Records	3. Print List-Packaged Students
4. Print List - Document Tracking by Student	4. Print List-Entered Correction Records	4. Print List-Unpackaged Students
5. Print Mailing Labels	5. Print List-Entered Duplicate Records	5. Print List-Entered Packaging Records
6. Print User Data	6. Print List-Processed ISIRs	6. Print List-Packaging Record
7. Print User-Defined Letters 1-5	7. Print List-Renewal Application Data	7. Print Measurement Tools-Funds
8. Multiple Entry	8. Print NSLDS	8. Import Packaging Data-ISIR Data
	9. Export Applications-Initial	9. Export Packaging Data
	10. Export Applications-Renewal	10. Multiple Entry
	11. Export Initial & Renewal	11. Package
	12. Export Corrections	12. Unpackage
	13. Export External ISIR	13. Repackage
		14. Add Budgets
		15. Assign Fund
		16. Assign Award Methodology
		17. Assign Budgets



Simple Query: Components

2–3

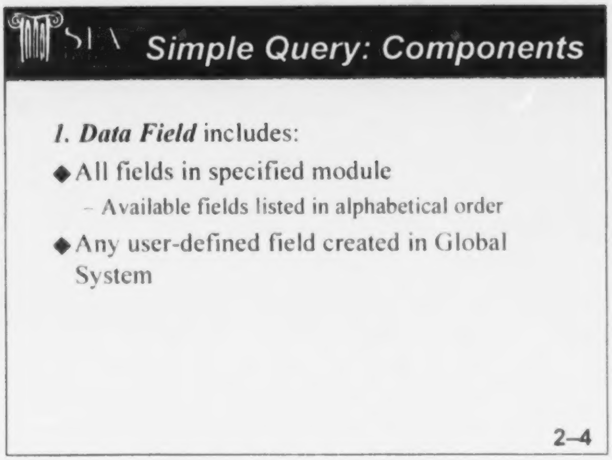
Components of a Simple Query Statement

A query statement has three components:

1. Data field
2. Operator
3. Value

The following are simple query statements:

Data Field	Operator	Value
(EFC	>	0)
(GRADE LEVEL IN COLLEGE	<=	"5")
(COMMENTS CODES	LIKE	"*053*")
(ADD DATE - ISIR	=	"20010215")
(REJECT REASON CODES	=	NULL)
(FEDERAL SCHOOL CODES 1-6	=	"099999")



SFA **Simple Query: Components**

1. ***Data Field*** includes:

- All fields in specified module
  - Available fields listed in alphabetical order
- Any user-defined field created in Global System

2–4

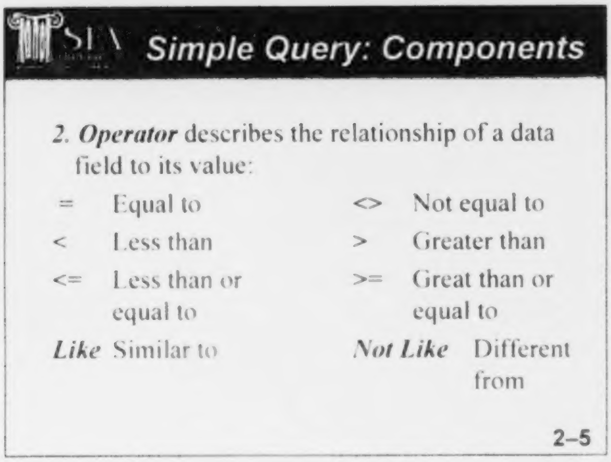
Data Field

More than 750 data fields in EDExpress can be used to build a query.

However, keep in mind that not all data fields are available for all queries. Each module of EDExpress (Global, App Express, Packaging, Direct Loan, and Pell) contains a different set of data fields and performs a different set of functions. You can't mix and match functions you want to perform in one module with queries that select data from fields in another module. For example, you can't print a list of ISIRs (an App Express function) for students who have been packaged (a Packaging module data field). So, in designing your queries, keep in mind the functions and data fields available. A list of the fields used in the App Express, Global, and Packaging modules can be found in Appendix D.

When you build your query, the fields that are available will be presented in alphabetical order in a drop down list.

User-defined fields can also be used in a query. These are special fields that you create for your own school's use. Unlike standard EDExpress fields that are module-specific, user-defined fields are available in **all** modules for building queries.



Simple Query: Components

2. ***Operator*** describes the relationship of a data field to its value:

=	Equal to	<>	Not equal to
<	Less than	>	Greater than
<=	Less than or equal to	>=	Great than or equal to
Like	Similar to	***Not Like***	Different from

2–5

Operator

Use an operator to describe the relationship of the data field to a specified value. Valid operators include:

= (equal to); > (greater than); >= (greater than or equal to); < (less than); <= (less than or equal to); <> (not equal to); Like; and Not Like.

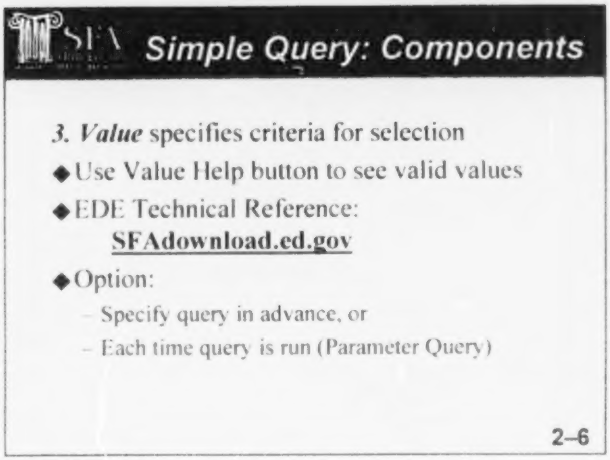
Use the Like operator to find values in a field that match the pattern you specify. For example:

(LOCAL ADDRESS LIKE "*PINE*")	Records with street addresses that include the characters "PINE"
(COMMENT CODES LIKE "*004*")	Records with comment code 004
(REJECT REASON CODES LIKE "*14*")	Records with reject code 14
(LAST NAME LIKE "*GE*")	Records with last names that include the characters GE

Note that whenever you use Comment Codes or Reject Reason Codes in a query, you need to use the Like and Not Like operators.

Also, be careful when using the <> (not equal to) operator because it will not recognize NULL values (blanks). For example, the field "Interested in Student Loans?" has three valid values: 1 (Yes), 2 (No), and blank. The following query would only count records with 2 (No) values; records with a missing value in this field would not be considered:

(INTERESTED IN STUDENT LOANS? <> "1")



Simple Query: Components

3. ***Value*** specifies criteria for selection

- Use Value Help button to see valid values
- EDE Technical Reference:
  SFAdownload.ed.gov
- Option:
  - Specify query in advance, or
  - Each time query is run (Parameter Query)

Value

Specifying the value is the third step in building a query.

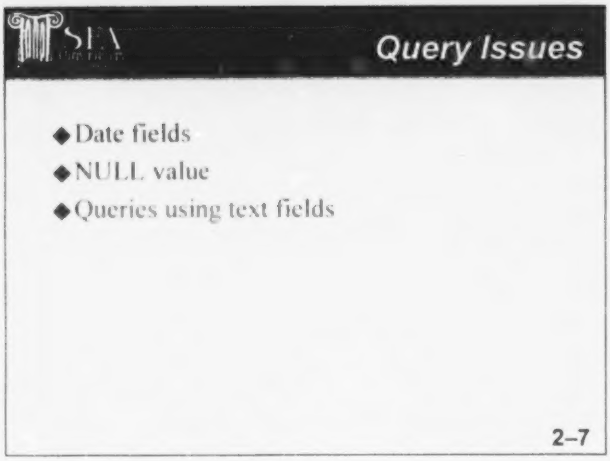
The value must be valid. Use the Value Help button to obtain the range of valid values for the data field. For certain fields, the Value Help button will direct you to the *Electronic Data Exchange (EDE) Technical Reference* for a list of the valid values. We have provided the relevant portions of the EDE Technical Reference, including the ISIR Record Layout and the Comment Codes, in Appendix C of this Participant Workbook. Also, you can download the 2001-2002 EDE Technical Reference in Adobe PDF and MS Word format from:

SFAdownload.ed.gov

You have two options when specifying a value for your query:

- You can provide a value at the time you create the query. This value will be a constant; it will automatically be used each time the query is used.
- You can choose a value each time you run a query. Leave the value field blank at the time you create the query and mark the "Prompt at Execution" box. This type of query is often known as a parameter query. Parameter queries are convenient if you query on the same fields regularly but want to use different values. For example, if you routinely print a list of loan records and you want it to include records within a different SSN range each time you print the list, you can set up a query using the SSN field, an operator, and the Prompt at Execution option. Then, whenever you use the query, EDExpress prompts you to enter the range of SSNs you want to use at that time.

Note, however, that there are certain functions where parameter queries are not an option. For example, you cannot use parameter queries in Packaging setups.



SFA

Query Issues

- ◆Date fields
- ◆NULL value
- ◆Queries using text fields

2–7

Date Fields

Enter the value for date fields in CCYYMMDD format. For example, 20010215 is February 15, 2001. A special "Current Date" option is provided for date fields. Mark this checkbox to use the current date. Remember, EDExpress uses your PC's system date for this value, so if your system date is not the current date, this value won't be the current date.

Null Values

You may want to create a query that identifies a missing value in the specified field. For example, you might want to select records for student applicants who have left Question 35 on the FAFSA blank (Does a Drug Conviction Affect Eligibility?). If you need to identify missing values, leave the Value field blank. When you click the Append button to create your query, and the value you chose is a character value, "NULL" displays; if the value you chose is numeric, 2000000002 displays.

Queries Using Text Fields

When querying for a list of records using a text field, such as Last Name, you must be careful with the values you use. Use the operators > (greater than) and < (less than) and be sure that all the records you want to retrieve are included in the range.

For example, to retrieve a list of records A to L, you must use the query statement LAST NAME < M to be sure that all L records are included. If you use any other statement, you won't retrieve all records from A to L. Here are two more examples:

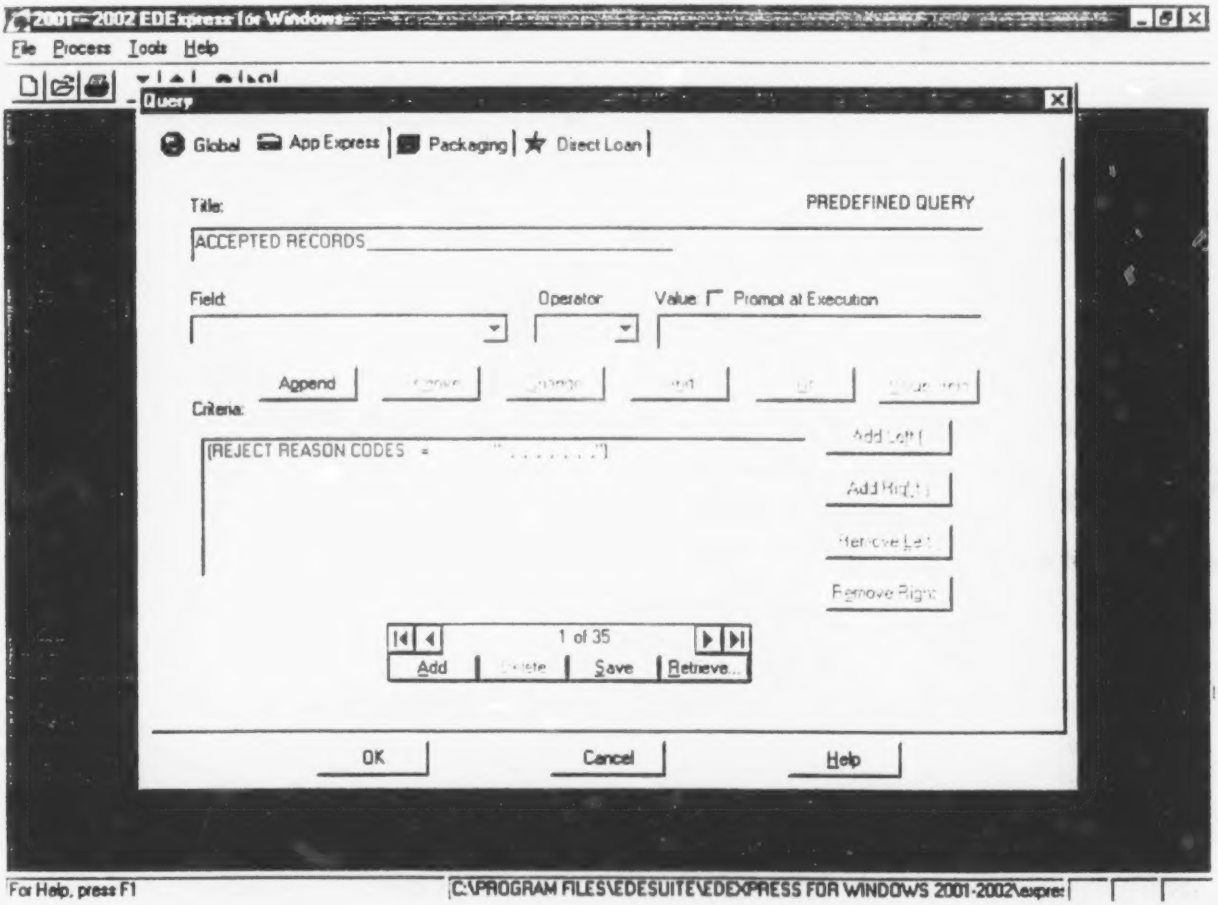
To retrieve a list of records by last name from:	Use this query statement:
A to F	(LAST NAME < "G")
P to Z	(LAST NAME > "O")

BEST COPY AVAILABLE

Building a Simple Query: Instructor Demonstration

In this demonstration, we build a simple query to select all ISIR records that were the result of a correction.

Step	Action
1	From the Windows desktop, click **Start**.
2	Select **Programs/EDESuite/EDExpress for Windows 2001-2002.**
3	Type **APPS** as your User ID.
4	Type **APPS** as your Password.
5	Select **Tools/Query** from the menu bar. The Query Dialog box displays.
6	Click the **App Express** tab.



Title: ACCEPTED RECORDS

PREDEFINED QUERY

Value: ☐ Prompt at Execution

Criteria:

(REJECT REASON CODES = "..........")

1 of 35

For Help, press F1

C:\PROGRAM FILES\EDESUITE\EDEXPRESS FOR WINDOWS 2001-2002\expre

2001 – 2002 EDExpress for Windows
File
Process
Tools
Help
Query
Global
App Express
Packaging
Direct Loan
Field
Operator
Append
Add Left (
Add Right)
Remove Left
Remove Right
Add
Delete
Save
Retrieve...
OK
Cancel
Help

BEST COPY AVAILABLE

Building a Simple Query: Instructor Demonstration (continued)

Step	Action
7	Select **Add** to build a new query. A blank page displays.
8	Enter the **Title**—something descriptive that readily identifies the query. In this case, enter **Corrected Records**.
9	Click the **Field** down arrow to see the list of available fields in App Express. With the cursor, select the desired field. In this case, select **Input Record Type.**
10	Select the appropriate **Operator** by clicking the **down arrow** to see the full list. In this case, select =.
11	Enter the **Value** to be measured against the field you selected. In this case, enter **H**, for history correction. (If you want to make this a Parameter Query, you would leave the Value field blank and mark the Prompt at Execution box.)
12	If you need help finding the correct value, click the Value Help button. A list of all possible values displays.
13	Click the **Append** button to add the statement to the query. The following query statement displays: (INPUT RECORD TYPE = "H")
14	Click **Save**, to save the query. A Record Updates Saved dialog box displays.
15	Click **OK**.
16	Click **OK** again to return to the EDExpress main screen.

Building a Simple Query: Instructor Demonstration (continued)

You have created a query titled "Corrected Records" that will select all records from your ISIR database that were the result of a correction.

Next, test your query by printing a list of ISIRs.

Step	Action
17	Select **File/Print** from the menu bar.
18	Click the **down arrow** in the Report text box and choose the type of list you want to print. In this case, select **List-Processed ISIRs**.
19	Click **Screen** for the output destination.
20	Click **Selection Criteria.**
21	Click the **ellipsis button.** (The button on the right side of the dialog box with three dots: …) A list of available query displays.
22	Click on the title of the query. In this case, click **Corrected Records**.
23	Click **OK**.
24	Click **OK** again to close the Selection Criteria dialog box.
25	Click **OK** to send the list to the screen. In this case, a list of corrected ISIRs displays.
26	Click **Zoom In** to magnify the list.
27	Click **Next Page** to view the remainder of the list. The last page of the list displays the number of records.
28	Click **Close** to exit.

Lesson 1 Exercise: #1

Scenario

When you arrive at work this morning, you read an e-mail from your supervisor expressing an interest in knowing the number of financial aid applicants who have an Expected Family Contribution (EFC) within the Pell eligible range.

Instructions

Build a simple query in App Express to identify applicants with an EFC of 3,550 or less. Print a list of processed ISIRs to the screen using your query.

Review

1. How many student applicants received an EFC of 3,550 or less?

   ____

2. What operator and value did you use?

   ____

3. What other operator and value would have yielded the same result?

   ____

Lesson 1 Exercise: #2

Scenario

Your supervisor asks you to identify 2001-2002 student applicants at your school for whom an NSLDS post-screening ISIR record was automatically generated by the Central Processing System. These system-generated ISIRs are produced due to a change in the student's financial aid history information at the NSLDS that may affect the student's eligibility for federal student aid. You review the *EDE Technical Reference* and discover that these records produce comment code 004.

Instructions

Build a simple query in App Express to identify all student applicants in your ISIR database who have ever received comment 004. Print a list of processed ISIRs to test your query.

Review

1. How many student applicants received a post-screening ISIR?
2. What operator did you use?
3. Could you have used another data field to build your query?

Lesson 1 Exercise: #3

Instructions

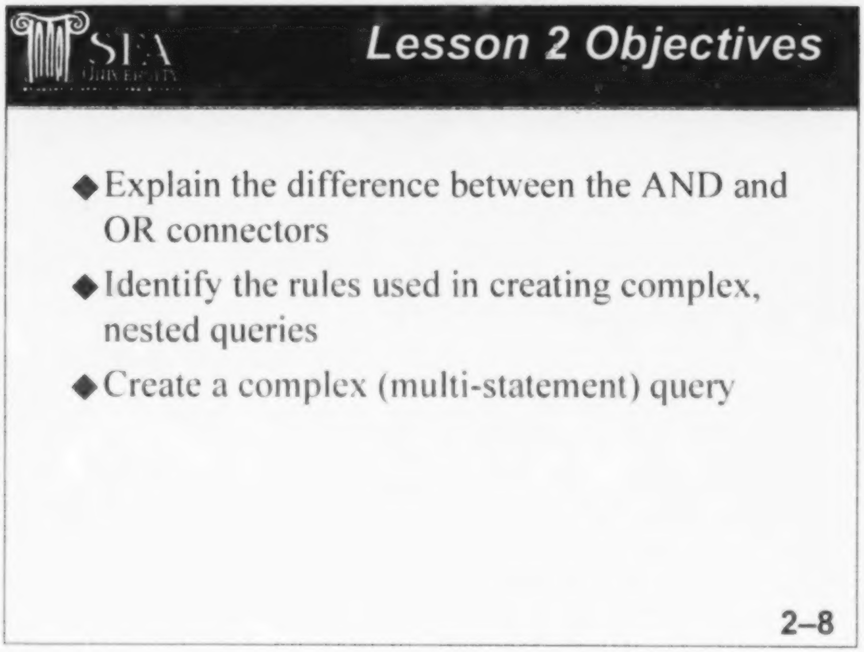
Review the following database of records and enter the record numbers of the records that would be selected for each query.

Record Number	Last Name	First Name	Reject Codes	EFC	Parents' AGI
1	Bird	Jason	0416		
2	Delph	Jane		01000	025000
3	Hart	Fred	16		
4	Justin	Frank		00000	015000
5	Spark	Sue		00140	016000
6	Jay	John	04		
7	Sanchez	Jose		00000	012000

			Enter Record Numbers Here:
(EFC	>=	0)	
(REJECT REASON CODES	LIKE	"*04*")	
(LAST NAME	<	"J")	
(EFC	=	2000000002)	
(PARENTS' AGI	<=	14999)	
(FIRST NAME	LIKE	"RE")	

Session 2—Query

Lesson 2: Building a Complex Query



Lesson 2 Objectives

- ◆ Explain the difference between the AND and OR connectors
- ◆ Identify the rules used in creating complex, nested queries
- ◆ Create a complex (multi-statement) query

Key Terms

And

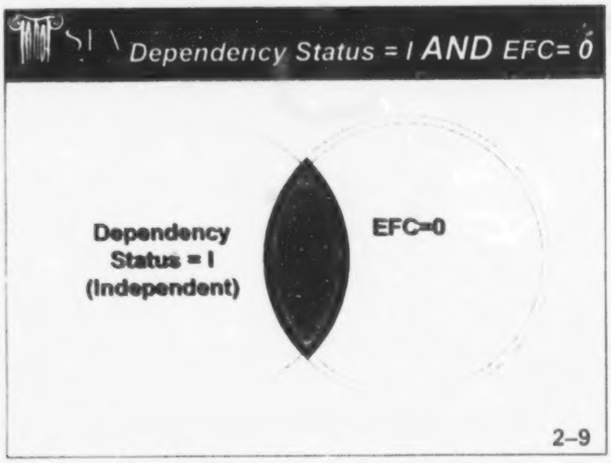
Used to connect two segments of a query. Both segments must be true for a record to be selected.

Or

Used to connect two segments of a query. Only one of the segments must be true for a record to be selected.

Parentheses

Sets apart two or more statements within a complex query and defines the order in which the data fields are processed.



Dependency Status = I AND EFC= 0

2–9

What Is a Complex Query?

A complex query is formed by linking two or more query statements together using an AND or an OR connector. Complex queries provide you with a powerful tool for working with your EDExpress database.

AND

Both segments of the query connected by AND must be true for a record to be selected.

Think of two overlapping circles, each circle representing the records selected by a query statement. When an AND connector is used, the query selects only those records that represent the overlap of the two circles. For example, the following query would only select independent records that have an EFC of 0:

(DEPENDENCY STATUS = "I") AND (EFC = 0)

Independents without an EFC equal to 0 and dependents with an EFC equal to zero would not be included in the query.

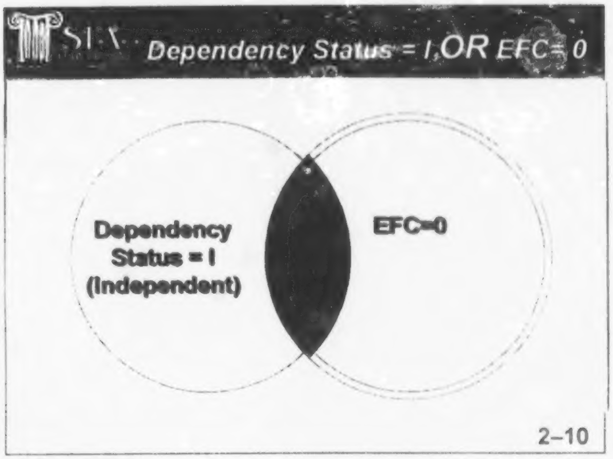
Other examples of queries using the AND connector follow:

- (ENROLLMENT PLAN SUMMER 2002 <> NULL) AND (ENROLLMENT PLAN SUMMER 2002 <> "5")

  Identifies records for students who indicated that they will be enrolled during the summer of 2002.

- (COMMENT CODES LIKE "*148*") AND (PARENT'S MARITAL STATUS = "1") AND (PARENT'S NUMBER OF FAMILY MEMBERS = "3")

  Identifies student records that all meet three conditions: an assumption was made about the number of family members attending college (Comment Code 148), the parents are married ("1"), and three people are in the household.



SFA Dependency Status = I OR EFC = 0

Dependency Status = I (Independent)

EFC=0

2–10

OR

Only one of the segments connected by OR must be true for a record to be selected.

Think again of two overlapping circles, each circle representing the records selected by a query statement. When an OR connector is used, the query selects all of the records represented by the two circles, not just records represented by the overlap of the circles. For example, the following query would select all independent records and all records where the EFC equals zero:

(DEPENDENCY STATUS = "I") OR (EFC = 0)

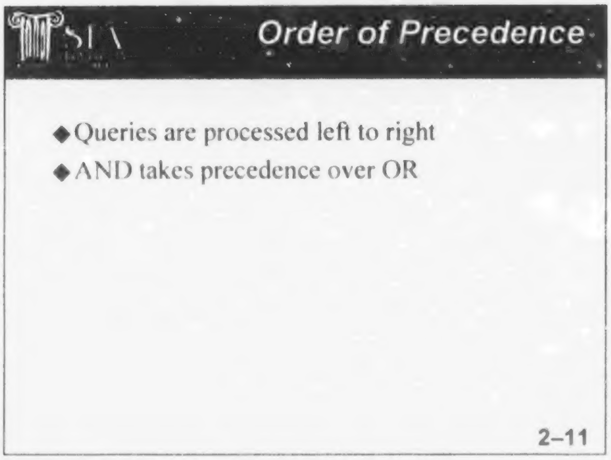
Other examples of queries that use the OR connector follow:

- (DOCUMENT STATUS = "P") OR (DOCUMENT STATUS = "V")

  Identifies all records where documents are still needed for packaging ("P"), as well as all records where documents are still needed for verification ("V").

- (STUDENT'S STATE OF LEGAL RESIDENCE = "NY") OR (STUDENT'S STATE OF LEGAL RESIDENCE = "NJ") OR (STUDENT'S STATE OF LEGAL RESIDENCE = "CT")

  Identifies records for students who reside in New York, New Jersey, or Connecticut.



Order of Precedence

- Queries are processed left to right
- AND takes precedence over OR

2–11

Order of Precedence

You can use OR and AND connectors in the same query. Be sure to keep in mind the order of precedence. Queries are processed from left to right; however, AND is applied first, even if it appears after OR in the query statement.

For example,

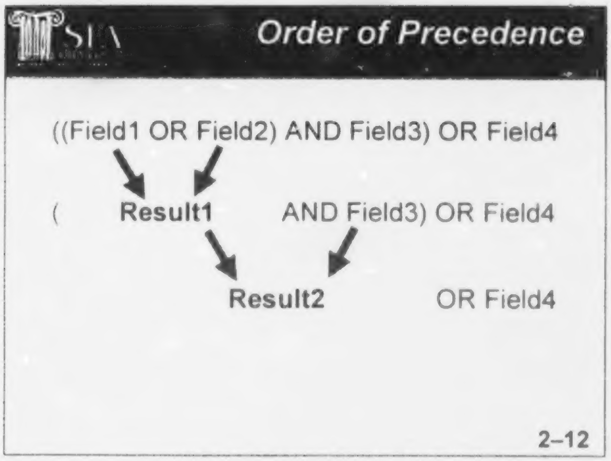
(VERIFICATION STATUS = "S") AND (DOCUMENT STATUS = "V") OR (EFC >3100)

This query first considers the two fields connected by AND and selects records that have both a verification status of "S" and a document status of "V." Then the query processes the OR connector and selects all records with an EFC greater than 3100.

Switching the AND and OR connectors would yield a very different result:

(VERIFICATION STATUS = "S") OR (DOCUMENT STATUS = "V") AND (EFC >3100)

This query first considers the two fields connected by AND, and selects records that have both a document status of "V" and an EFC greater than 3100. The query then considers the OR connector and selects all records with a verification status equal to "S."



Order of Precedence

((Field1 OR Field2) AND Field3) OR Field4

(**Result1** AND Field3) OR Field4

Result2 OR Field4

2–12

Using Parentheses

Use parentheses to further define the order of precedence. Additional parentheses create an expression by connecting two or more fields. You can use the expression in a query statement as you would use a field.

Expressions enclosed in parentheses are processed before AND and OR. In the case of nested expressions, innermost parentheses are processed first. Consider this example:

((Field1 OR Field2) AND Field3) OR Field4

The expression (Field1 OR Field2) is processed first, because it's the innermost expression. Then, that result (Result1) is processed in the expression with Field3. Finally, the query processes all records that contain the value for Result2 or Field4.

Study the examples on the following page that further illustrate how parentheses are processed.

Using Parentheses in Queries

Example #1: (Field1 AND Field2 OR Field3) AND (Field4 AND Field5)

In this example, the AND portion of the expression on the left is processed first:

(**Result1** OR Field3) AND (Field4 AND Field5)

The parenthetical expression on the right is processed next, because AND takes precedence over OR.

(**Result 1** OR Field 3) AND **Result 2**.

The OR statement is processed next, because it is contained in the parentheses:

Result 3 AND **Result 2**.

The query selects all records that contain the values of both Result 3 and Result 2.

In this example, according to the rules for queries, the expression (Field1 AND Field2 OR Field3) is the same as ((Field1 AND Field2) OR Field3), because AND takes precedence over OR.

Example #2: (Field1 AND Field2) AND ((Field4 OR Field5) AND (Field6 AND Field7)) OR Field8

In this example, the expression (Field6 AND Field7) is processed first, because it's an innermost expression and it contains AND, which takes precedence over OR:

(Field1 AND Field2) AND ((Field4 OR Field5) AND **Result1**) OR Field8

Now the next innermost expression—(Field4 OR Field5)—is processed:

(Field1 AND Field2) AND (**Result2** AND **Result1**) OR Field8

Two similar parenthetical expressions remain, so they're processed next, from left to right:

Result3 AND **Result4** OR Field8

Finally, AND takes precedence over OR, so the AND portion is processed next:

Result5 OR Field8

The query selects all records that contain the values of either Result5 or Field8.

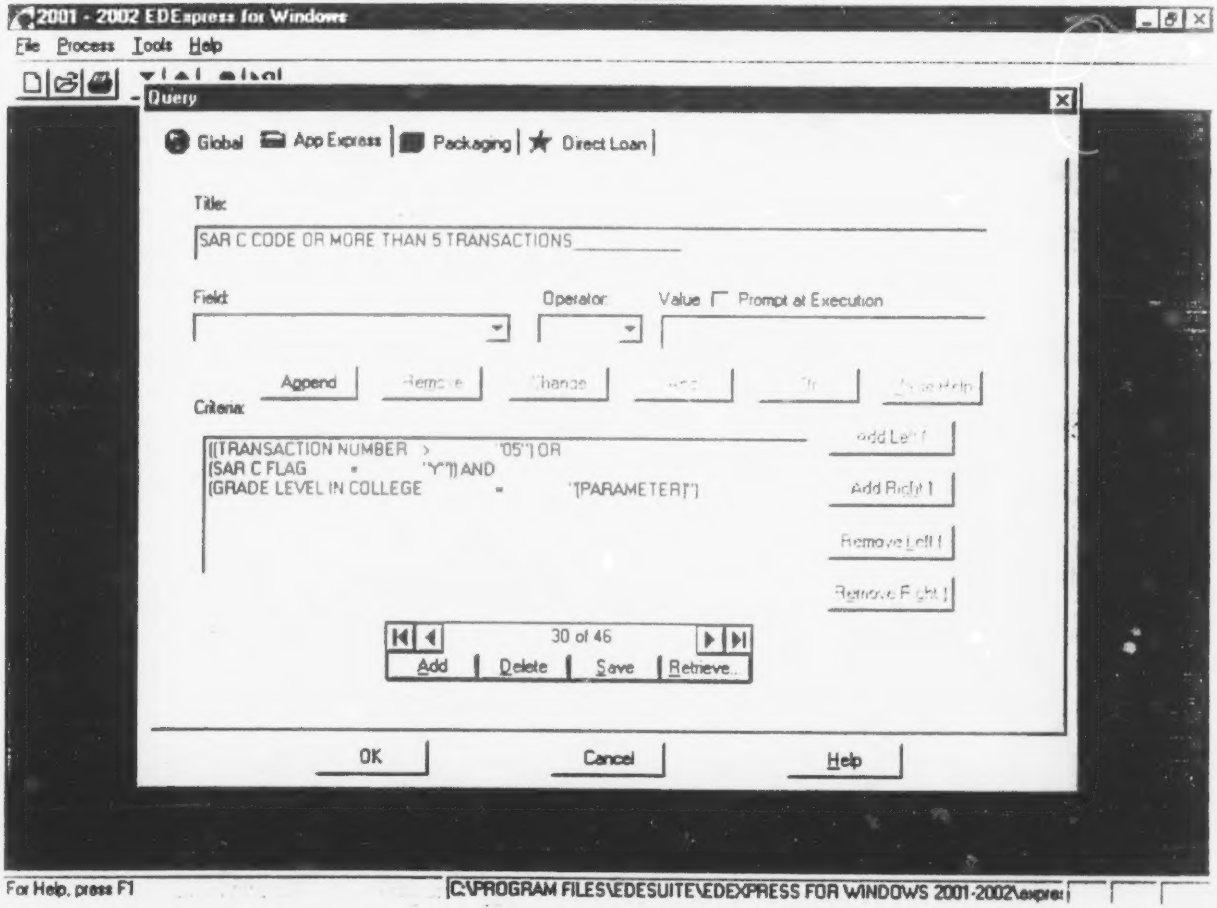
Building a Complex Query: Instructor Demonstration

In this demonstration, we build a complex query to select records that require follow-up. The query will identify all records, by the student's year in school, that have more than five transactions or a SAR C code.

Step	Action
1	Select **Tools/Query** from the menu bar. The Query Dialog box is displayed.
2	Click the **App Express** tab.
3	Select **Add** to build a new query. A blank page displays.
4	Enter the **Title**—something descriptive that readily identifies the query. In this case, enter **SAR C Code or More than 5 Transactions**.
5	Click the **Field** down arrow to see the list of available fields in App Express. With the cursor, select **Transaction Number**.
6	Select the appropriate **Operator** by clicking the **down arrow** to see the full list. In this case, select **>**.
7	Type **05** as the Value.
8	Click the **Append** button to add the statement to the query. The following query statement displays: (TRANSACTION NUMBER > "05")
9	Click the **OR** button.
10	Select **SAR C Flag** as the next data field.
11	Select = as the operator.
12	Type **Y** as the Value.
13	Click the **Append** button to add the statement to the query. A two-statement query displays.
14	Click the **AND** button.
15	Select **Grade Level in College** as the next data field.
16	Select = as the Operator.
17	Mark the box **Prompt at Execution**, to designate that a value will be provided for Grade Level in College each time the query is executed.
18	Click the **Append** button to add the statement to the query. A three-statement query displays.

Building a Complex Query: Instructor Demonstration (continued)

19	Click on the first line of the query, then click the **Add Left** button: Add Left (
20	Click on the second line of the query, then click the **Add Right** button: Add Right) The first two statements are nested within parentheses, and will be processed first.
21	Click the **Save** button.
22	Click **OK**.
23	Click **OK** again to return to the EDExpress main screen.


2001 - 2002 EDExpress for Windows
File Process Tools Help
Query
Global
App Express
Packaging
Direct Loan
Field:
Operator:
Value
Prompt at Execution
Append
Remove
Change
And
Or
Close Help
Criteria:
Add Left (
Add Right)
Remove Left (
Remove Right)
Add
Delete
Save
Retrieve...
OK
Cancel
Help
For Help, press F1

Title: SAR C CODE OR MORE THAN 5 TRANSACTIONS

Value ☐ Prompt at Execution

```
((TRANSACTION NUMBER   >          '05'') OR
(SAR C FLAG        =          'Y'')) AND
(GRADE LEVEL IN COLLEGE        =          '[PARAMETER]'')
```

30 of 46

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Building a Complex Query: Instructor Demonstration (continued)

Next, print ISIRs to test the query.

24	Select **File/Print** from the menu bar.
25	Click the **App Express** tab.
26	Click the **down arrow** in the Report text box and choose the type of list you want to print. In this case, select **ISIR**.
27	Click **Multiple.**
28	Click **Screen** for the output destination.
29	Click **Selection Criteria.**
30	Click the **ellipsis button.**
31	Click on the title of the query. In this case, click **SAR C Code or More than 5 Transactions**.
32	Click **OK**.
33	The Selection Criteria dialog box displays. Click **OK** again.
34	Since this is a parameter query, you need to specify the Field Value. In this case, enter **1**, for 1st year, attended college before.
35	Click **OK**. The query displays.
36	Click **Close.**
37	Click **OK** to send the printed ISIRs to the screen.
38	Click **Zoom In** to magnify the list.
39	Click **Close** to exit.

Lesson 2 Exercise: #1

Scenario

The dean at your school is interested in knowing how many student financial aid applicants are independent for reasons other than age.

Instructions

Build a complex query in App Express that identifies the correct population of students. Print ISIRs using your query.

Remember: Send the printed output to the screen.

Hint: Use **Dependency Status** and **Born Before 01/01/1978?** as the data fields.

Review

1. How many student applicants are independent but not born before January 1, 1978?

____

2. What other query would yield the same result?

____

3. Would using parentheses in your query change the results?

____

Lesson 2 Exercise: #2

Scenario:

The dean at your school is interested in knowing how many freshmen may be affected by the drug eligibility question.

Instructions:

Develop a query that identifies all of the first-year students on your App Express ISIR database who have entered **Yes/Don't Know** (3) for question 35, or left it blank. Also include freshmen who corrected the item to **Yes, but for part of the year** (2). In your definition of "freshmen," include both first-year students who have never attended college and first-year students who have attended college before.

Hint: Use **Grade Level in College** and **Drug Conviction Affecting Eligibility?** as the data fields.

Review

1. How many student applicants may be affected by the drug eligibility issue?

   ____

2. What other query would yield the same results?

   ____

Lesson 2 Exercise: #3

Scenario

You need to find a student's ISIR record in your database, but you don't remember the student's name, nor do you know the student's SSN. However, you remember that the student's last name began with "I" and that he or she is from Arizona.

Instructions

Develop a query that identifies the student's ISIR.

Review

1. What is the name of the student?
2. Would a query that used the Like operator work? Why or why not?

Lesson 2 Exercise: #4

Instructions

Review the following database of records, and enter the record numbers of the records that would be selected for each query.

Record Number	Dependency Status	Reject Reason Codes	EFC	Parent's Marital Status	Parent's AGI	Parent's Cash	Student's AGI	Student's Cash
1	I		00000				001000	000000
2	I		02300				010000	001000
3	X	011216		1	040000	001100	001000	000500
4	X	04			010000	005000	000000	000000
5	D		02200	2	034000	009000	003300	000660
6	D		00000	2	005000	000100	002000	000000
7	D		21000	1	100000	011000	002303	004000
8	D		05000	1	064000	003200	001200	002300
9	D		00100	1	029000	004200	002000	000050

Enter Record Numbers Here:

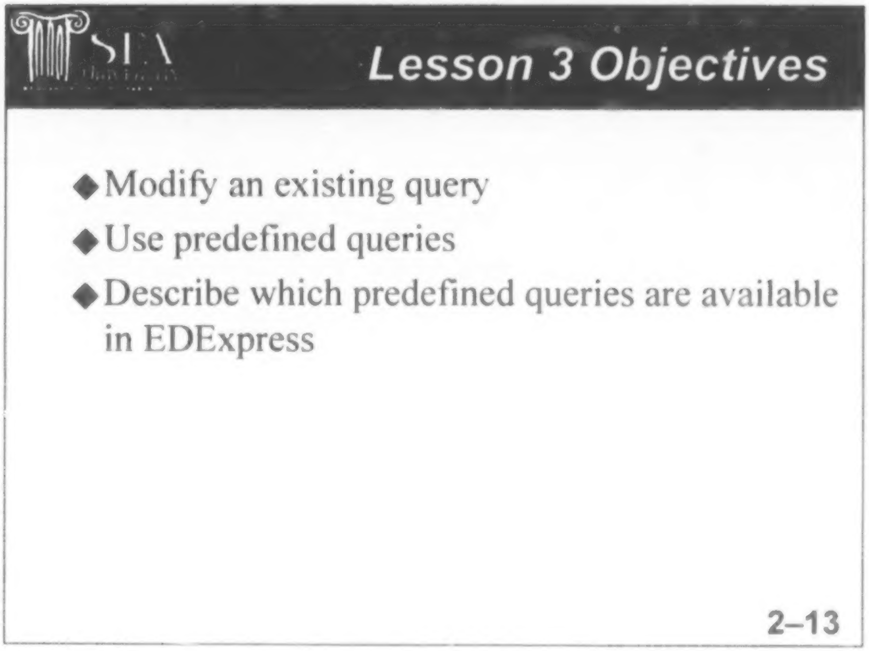
1. ((DEPENDENCY STATUS = "D") OR (DEPENDENCY STATUS = "X")) AND (EFC >=1000) ____________

2. (PARENT'S MARITAL STATUS = "1") OR ((PARENT'S MARITAL STATUS = "2") AND (PARENT'S AGI < 20000)) ____________

3. (((DEPENDENCY STATUS = "D") OR (STUDENT'S AGI <10000)) AND (STUDENT'S CASH = 0)) OR (STUDENT'S AGI <= 1000) ____________

Session 2—Query

Lesson 3: Modifying A Query



Lesson 3 Objectives

- Modify an existing query
- Use predefined queries
- Describe which predefined queries are available in EDExpress

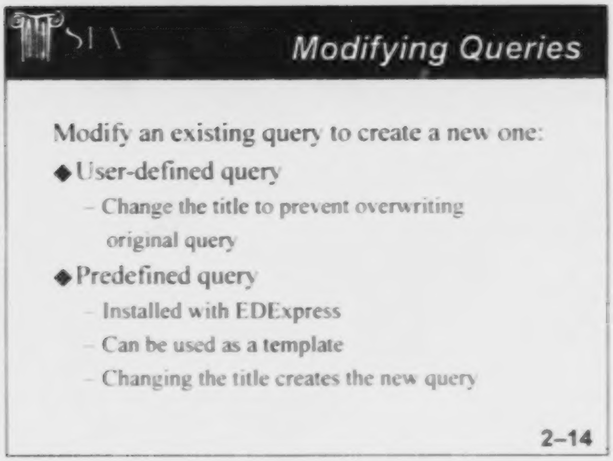
Key Terms

Predefined Query

EDExpress comes with a set of predefined queries commonly used in Global, App Express, Packaging, Direct Loan, and Pell. Use these predefined queries as they are; or modify them to suit your needs.

User-defined Query

A query that you create.



Modifying Queries

Modify an existing query to create a new one:

- User-defined query
  - Change the title to prevent overwriting original query
- Predefined query
  - Installed with EDExpress
  - Can be used as a template
  - Changing the title creates the new query

2–14

Modifying a Query

You can retrieve existing queries and modify them to suit your needs. Identify the query you want to change, retrieve it, then modify the statements by changing the data field, operator, value or connector. You can also append additional statements to the existing query, or delete statements. Change the title before saving the modified query if you do not want to overwrite the original query.

Predefined Queries

EDExpress comes with a set of predefined queries commonly used in Global, App Express, Packaging, Direct Loan, and Pell. Wherever the Selection Criteria option is available in EDExpress (for example, in Print and Export), you can use these queries to identify groups of records. You can also use predefined queries as templates to create your own queries.

Modify the predefined query by first changing the title. You can modify and save a predefined query only if you rename it. The system prompts you for a new title if you try to save changes to an existing predefined query without changing its title. Only existing user-defined queries can be modified without changing the titles.

After you change the title, change the data field, operator, or value of each statement in the query. You can also add or delete statements.

When you open the Query dialog box for the first time, you'll see that the predefined queries are stored as the first set of records in the Query database. You'll know a query is predefined if you see "PREDEFINED QUERY" in the upper right corner of the Query dialog box.

A list of the predefined queries that come with EDExpress App Express, Global, and Packaging are displayed on the following two pages.

App Express Predefined Queries

Title	Predefined Query
ACCEPTED RECORDS	**(REJECT REASON CODES = ". . . . . . .")**
ADD DATE RANGE	(ADD DATE - ISIR >= "[PARAMETER]") AND (ADD DATE - ISIR <= "[PARAMETER]")
BATCH NUMBER	(BATCH ID = "[PARAMETER]")
C CODE	(SAR C FLAG = "[PARAMETER]")
COLLEGE GRADE LEVEL	(GRADE LEVEL IN COLLEGE = "[PARAMETER]")
CURRENT SSN	(STUDENT'S CURRENT SSN = "[PARAMETER]")
DEPENDENCY STATUS	(DEPENDENCY STATUS = "[PARAMETER]")
EARLY ANALYSIS	(EARLY ANALYSIS FLAG = "[PARAMETER]")
EFC RANGE	(EFC >= [PARAMETER]) AND (EFC <= [PARAMETER])
ENROLLMENT STATUS BLANK	(ENROLLMENT STATUSES = "....")
ENROLLMENT STATUS NOT BLANK	(ENROLLMENT STATUSES <> "....")
GRADUATE STUDENTS	((GRADE LEVEL IN COLLEGE = "6") OR (GRADE LEVEL IN COLLEGE = "7"))
HOUSING CODES ALL BLANK	(HOUSING PLANS 1-6 = ".....")
HOUSING CODES NOT BLANK	(HOUSING PLANS 1-6 <> ".....")
ISIRS WITH COMMENTS	(COMMENT CODES <> "000,000,000,000,000,000,000,000,000,000,000,000,000,000,000,")
ISIRS WITHOUT COMMENTS	(COMMENT CODES = "000,000,000,000,000,000,000,000,000,000,000,000,000,000,000,")
LAST NAME RANGE	(LAST NAME >= "[PARAMETER]") AND (LAST NAME <= "[PARAMETER]")
NOT SELECTED FOR VERIFICATION	(SELECTED FOR VERIFICATION = "N")
REJECTED RECORDS WITH A SPECIFIC	(REJECT REASON CODES LIKE "*[PARAMETER]*")
REJECTED RECORDS WITH ANY	(REJECT REASON CODES <> ". . . . . . .")
SCHOOL CODE	(FEDERAL SCHOOL CODES 1-6 LIKE "*[PARAMETER]*")
SCHOOL CODE 1	(FEDERAL SCHOOL CODE 1 = "[PARAMETER]")
SCHOOL CODE 2	(FEDERAL SCHOOL CODE 2 = "[PARAMETER]")
SCHOOL CODE 3	(FEDERAL SCHOOL CODE 3 = "[PARAMETER]")
SCHOOL CODE 4	(FEDERAL SCHOOL CODE 4 = "[PARAMETER]")
SCHOOL CODE 5	(FEDERAL SCHOOL CODE 5 = "[PARAMETER]")
SCHOOL CODE 6	(FEDERAL SCHOOL CODE 6 = "[PARAMETER]")
SCHOOL CODES ALL BLANK	(FEDERAL SCHOOL CODES 1-6 = ".....")
SCHOOL CODES NOT BLANK	(FEDERAL SCHOOL CODES 1-6 <> ".....")
SELECTED FOR VERIFICATION	(SELECTED FOR VERIFICATION = "Y")
SSN RANGE	(STUDENT'S CURRENT SSN >= "[PARAMETER]") AND (STUDENT'S CURRENT SSN <= "[PARAMETER]")
TRANSACTION TYPE	(ISIR TRANSACTION TYPE = "[PARAMETER]")
ZIP CODE RANGE	(PERMANENT ZIP CODE >= "[PARAMETER]") AND (PERMANENT ZIP CODE <= "[PARAMETER]")

Global Predefined Queries

Title	Predefined Query
ADD DATE RANGE	(ADD DATE >= "[PARAMETER]") AND (ADD DATE <= "[PARAMETER]")
CURRENT SSN	(CURRENT SSN = "[PARAMETER]")
DEPENDENCY STATUS	(DEPENDENCY STATUS - DEMO = "[PARAMETER]")
LAST NAME RANGE	(LAST NAME - DEMO >= "[PARAMETER]") AND (LAST NAME - DEMO <= "[PARAMETER]")
ORIGINAL SSN	(ORIGINAL SSN - DEMO = "[PARAMETER]")
SSN RANGE	(ORIGINAL SSN - DEMO >= "[PARAMETER]") AND (ORIGINAL SSN - DEMO <= "[PARAMETER]")
ZIP CODE RANGE	(PERMANENT ZIP CODE - DEMO >="[PARAMETER]") AND (PERMANENT ZIP CODE - DEMO <="[PARAMETER]")

Packaging Predefined Queries

Title	Predefined Query
ACADEMIC CALENDAR	(ACADEMIC YEAR PROFILE = "[PARAMETER]")
AWARD METHODOLOGY	(METHODOLOGY CODE = "[PARAMETER]")
COLLEGE GRADE LEVEL	(GRADE LEVEL IN COLLEGE - PACKAGING = "[PARAMETER]")
CURRENT SSN	(CURRENT SSN = "[PARAMETER]")
DEPENDENCY STATUS	(DEPENDENCY STATUS - DEMO = "[PARAMETER]")
EFC RANGE	(EFC - PACKAGING >= [PARAMETER]) AND (EFC - PACKAGING <= [PARAMETER])
GRADUATE STUDENTS	(GRADE LEVEL IN COLLEGE - PACKAGING = "6") OR (GRADE LEVEL IN COLLEGE - PACKAGING = "7")
LAST NAME RANGE	(LAST NAME - DEMO >= "[PARAMETER]") AND (LAST NAME - DEMO <= "[PARAMETER]")
MAILING STATE	(PERMANENT STATE - DEMO = "[PARAMETER]")
ORIGINAL SSN	(ORIGINAL SSN - DEMO = "[PARAMETER]")
ORIGINATION SOURCE	(PACKAGING RECORD SOURCE ="[PARAMETER]")
PACKAGED BY HAND	(PACKAGING STATUS = "H")
PACKAGED BY SYSTEM	((PACKAGING STATUS = "P") OR (PACKAGING STATUS = "M")) AND (METHODOLOGY CODE <> NULL)
PACKAGED BY SYSTEM WITH NO METHODOLOGY	((PACKAGING STATUS = "P") OR (PACKAGING STATUS = "M")) AND (METHODOLOGY CODE = NULL)
PACKAGED DATE	(PACKAGED DATE = "[PARAMETER]")
PACKAGING ADD DATE RANGE	(PACKAGING ADD DATE >= "[PARAMETER]") AND (PACKAGING ADD DATE <= "[PARAMETER]")
PACKAGING STATUS	(PACKAGING STATUS = "[PARAMETER]")
PROCESSED DATE RANGE	(PROCESS DATE >= "[PARAMETER]") AND (PROCESS DATE <= "[PARAMETER]")
SSN RANGE	(CURRENT SSN >= "[PARAMETER]") AND (CURRENT SSN <= "[PARAMETER]")
ZIP CODE RANGE	(PERMANENT ZIP CODE - DEMO >= "[PARAMETER]") AND (PERMANENT ZIP CODE - DEMO <= "[PARAMETER]")

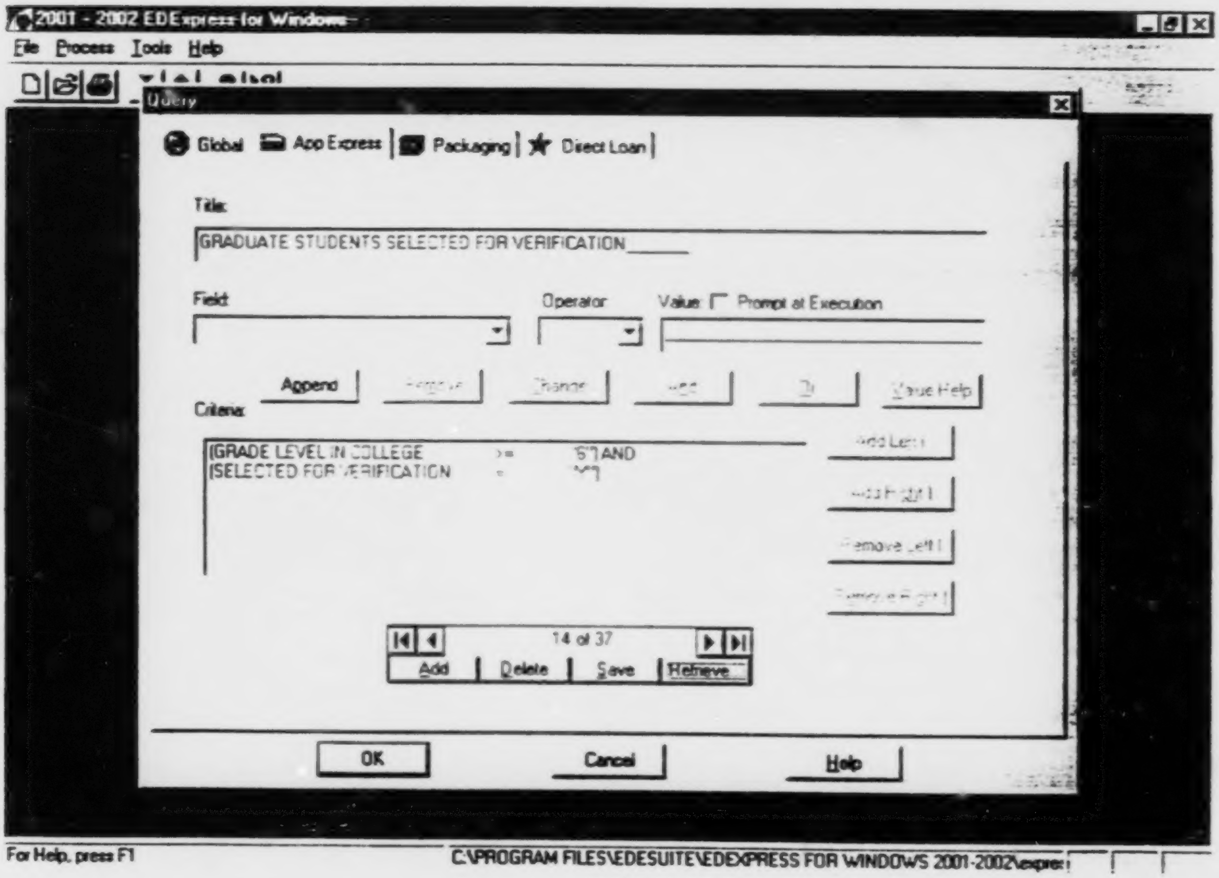
Modifying a Query: Instructor Demonstration

In this demonstration, we retrieve and modify a predefined query to identify all graduates selected for verification.

Step	Action
1	Select **Tools/Query** from the menu bar. The Query Dialog box is displayed.
2	Click the **App Express** tab.
3	Click **Retrieve**. A list of all existing App Express queries displays in alphabetical order. Predefined queries are identified with a mark in the right column; queries that you have developed are not marked.
4	Use the scroll bar to review the list. Click on the **Title** of the query you want to modify. In this case, click on **Graduate Students.**
5	Click **OK**. The predefined query displays.
6	Click on the Title field, and type a new title. In this case, type **Graduate Students Selected for Verification.**
7	Click on the first line of the predefined query, then click the **Change** button.
8	Click the **Operator** down arrow and change the operator to >= (greater than or equal to).
9	Click the **Change** button. The modified statement displays.
10	Click on the second statement in the Query, then click the **Remove** button. The second statement is deleted. Note that the connector OR is also removed.
11	Click the **AND** button.
12	Click the field down arrow and select **Selected for Verification.**
13	Click the Operator down arrow and select = (equal to).
14	Type **Y** (Yes) as the Value.

Modifying a Query: Instructor Demonstration (continued)

15	Click the **Append** button to add the statement to the query. A two-statement query displays.
16	Click the Save button.
17	Click **OK**, then **OK** again to return to the EDExpress main screen.


2001 - 2002 EDExpress for Windows
File Process Tools Help
Query
Global
App Express
Packaging
Direct Loan
Field
Operator
Value: ☐ Prompt at Execution
Append
Value Help
14 of 37
Add
Delete
Save
Retrieve
OK
Cancel
Help
For Help, press F1
C:\PROGRAM FILES\EDESUITE\EDEXPRESS FOR WINDOWS 2001-2002\expre

Title: GRADUATE STUDENTS SELECTED FOR VERIFICATION

Criteria:

```
[GRADE LEVEL IN COLLEGE      >=      '6'] AND
[SELECTED FOR VERIFICATION   =       'Y']
```

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Lesson 3 Exercise: #1

Scenario

Your supervisor asks you to create mailing labels for all dependent student records in the EDExpress database, except those that were imported or entered today.

Instructions

Modify a predefined query in the **Global** module to identify all dependent records added to the database before today. It shouldn't be a parameter query.

Hints:

- Use **Add Date** and **Dependency Status - Demo** as the data fields in the query.
- Mark the **Current Date** box.
- Print mailing labels by selecting **File/Print/Global**.

Remember: Select **Screen** as the report file destination and mark the field "Multiple."

Review

1. What is the name of the query that you modified?

___

2. What other query would yield the same result?

___

Lesson 3 Exercise: #2

Instructions

Create a query that would be useful at your school. Use the worksheet on the following page. Be prepared to share the query with others in the class.

Why would the query be useful? For what task would you use it?

___

___

Query Worksheet

What task do you want to perform?	What module is available to create the query to perform this task?
	☐ App Express ☐ Direct Loan ☐ Packaging ☐ Pell ☐ Global

Enter a title for the query that describes the group of students to be selected:

Data field	Operator	Value
Enter the data fields from the Module indicated above	=, <>, <, >, >=, <=, Like, Not Like	☐ Prompt at Execution (to create a parameter query) ☐ Enter free-form or system-assigned value
☐ Left (		

☐ And ☐ Or

☐ Left (		☐ Right)

☐ And ☐ Or

☐ Left (		☐ Right)

☐ And ☐ Or

☐ Left (		☐ Right)

Session 3: Apps 101

Lesson 1—Overview

Lesson 2—Getting Started

Lesson 3—Importing Data

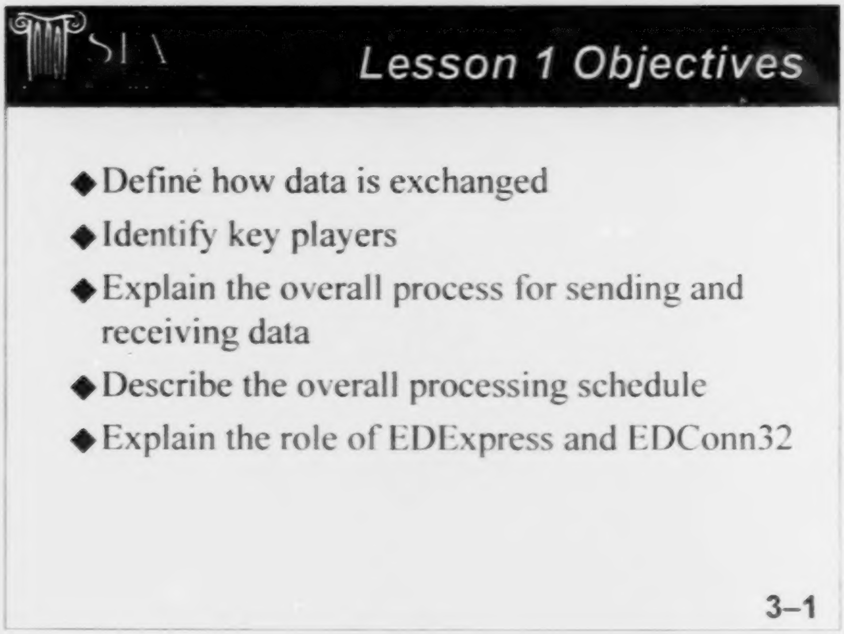
Lesson 4—Identifying Records

Lesson 5—Making Corrections

Lesson 6—Exporting Data

Session 3: Apps 101

Lesson 1: Overview



Lesson 1 Objectives

- Define how data is exchanged
- Identify key players
- Explain the overall process for sending and receiving data
- Describe the overall processing schedule
- Explain the role of EDExpress and EDConn32

Key Terms

EDConn32

EDConn32 is personal computer software provided free of charge to schools with an account with the SAIG. EDConn32 allows schools to transmit student records to and from the SAIG. Schools who participate in the SAIG need two types of software: administrative software, like EDExpress, to enter and manage student records; and communications software, like EDConn32, to handle the transmission of data records.

Export

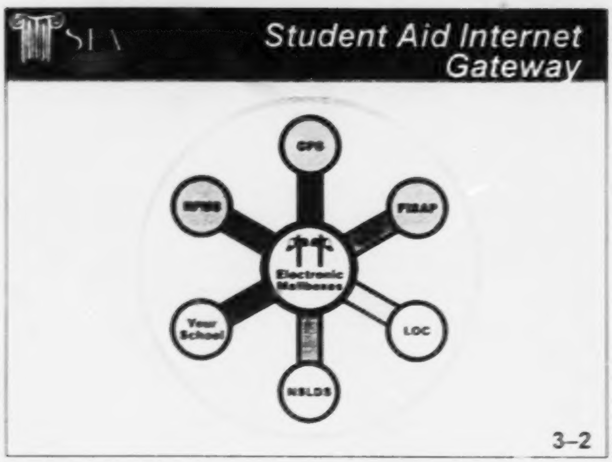
Export is an EDExpress function that creates a file of data records that is ready to be transmitted by EDConn32 to the SAIG.

Import

Import is an EDExpress function that moves a file of data records that has been received from the SAIG into the EDExpress database.

SAIG

The Student Aid Internet Gateway is a private telecommunications network that handles the exchange of data between participating postsecondary schools and SFA's processing systems.



Student Aid Internet Gateway

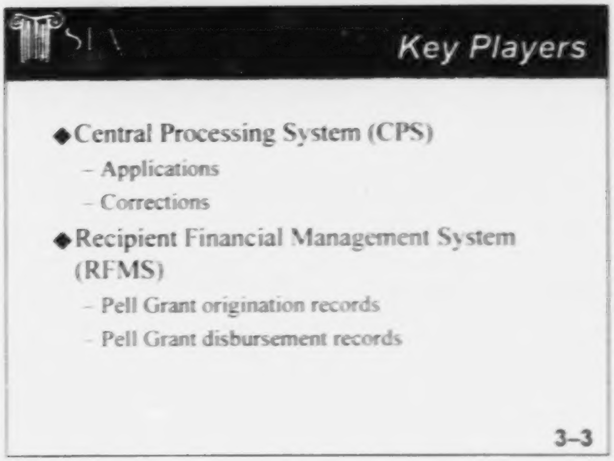
3–2

What is the Student Aid Internet Gateway?

The Student Aid Internet Gateway (SAIG) allows schools to send and receive Title IV student financial aid data to and from SFA's processing systems. (The SAIG used to be called the Title IV Wide Area Network. SAIG provides the same services as the TIV WAN).

How is Data Exchanged?

The SAIG is a store and forward communication network. Each school with an SAIG account has a mailbox. Schools transmit data records (such as electronic applications) to the SAIG where the records are stored in each school's network mailbox. Each processing system retrieves the data records from the network mailboxes at least daily. Once the records are processed, they are placed back in the mailboxes for schools to retrieve.



Key Players

- Central Processing System (CPS)
  - Applications
  - Corrections
- Recipient Financial Management System (RFMS)
  - Pell Grant origination records
  - Pell Grant disbursement records

3–3

Who Receives and Processes the Data?

Schools exchange data with five SFA processors.

The Central Processing System (CPS)

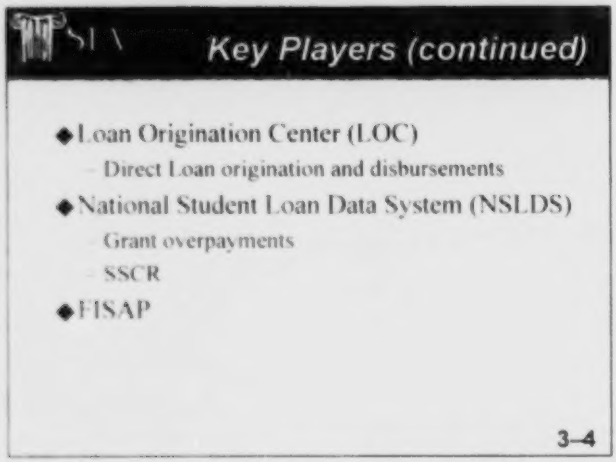
The Central Processing System (CPS) processes both paper and electronic student applications and corrections. CPS calculates a student's Expected Family Contribution (EFC), performs database matches with other federal agencies, and sends a processed Institutional Student Information Record (ISIR) to the school. Using the SAIG, schools are able to:

- Submit initial federal student application data electronically and receive results electronically in the form of an ISIR;
- Submit renewal application data electronically and receive results as ISIRs;
- Receive ISIRs for students who submitted a Free Application for Federal Student Aid (FAFSA) using FAFSA Express, FAFSA on the Web , or a paper FAFSA, and indicated your school as one of their six choices;
- Submit corrections to federal application data electronically and receive results as ISIRs; and
- Submit a request for duplicate ISIRs.

The Recipient Financial Management System (RFMS)

The Recipient Financial Management System (RFMS) is an electronic financial management and document processing system for Federal Pell Grants. Schools are able to:

- Enter Pell Grant origination and disbursement records;
- Generate batches of data for submission to the Federal Pell Grant Program;
- Receive processed results; and
- Print Electronic Statements of Account (ESOAs).



SFA

Key Players (continued)

- Loan Origination Center (LOC)
  - Direct Loan origination and disbursements
- National Student Loan Data System (NSLDS)
  - Grant overpayments
  - SSCR
- FISAP

3-4

Who Receives and Processes the Data? (continued)

Loan Origination Center (LOC)

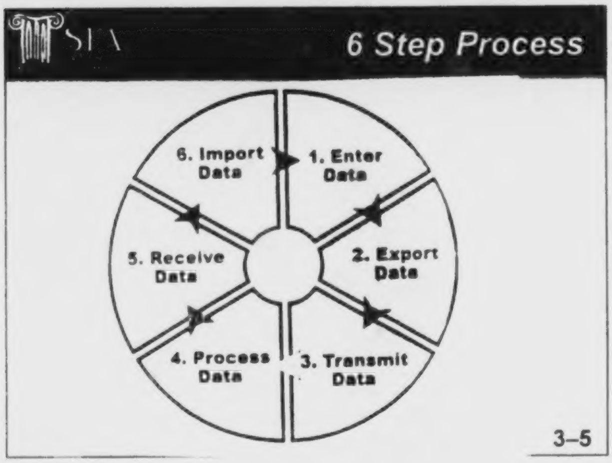
Schools participating in the Federal Direct Loan program use the SAIG to communicate electronically with SFA's Direct Loan Origination Center. Participants transmit various types of data records required for processing Direct Loans, including loan origination records, changes, and disbursements. For all information sent to the LOC, the school receives an acknowledgement file containing the acceptance or rejection of the data.

National Student Loan Data System (NSLDS)

The National Student Loan Data System (NSLDS) is a national database of loan information and selected grant data. Schools, guaranty agencies, and other SFA Title IV participants provide data to NSLDS. Schools communicate electronically with NSLDS using the SAIG. Data provided by schools to NSLDS include grant overpayment information and enrollment status information about loan recipients. NSLDS supplies financial aid history information to CPS for ISIR data.

FISAP

The annual Fiscal Operations Report and Application to Participate (FISAP) is the annual report schools file to report their use of campus-based program funds for the most recently completed award year and to apply for new funds for the upcoming award year. The FISAP must be submitted electronically over the SAIG to the campus-based system.



SFA

6 Step Process

1. Enter Data
2. Export Data
3. Transmit Data
4. Process Data
5. Receive Data
6. Import Data

3–5

6 Step Process

Exchanging data with the SAIG is a 6-step process:

1. Enter Data

Create and save data records using the EDExpress software or your own data entry software. Data records that you might enter include applications, corrections, Pell Grant origination and disbursement records, and Direct Loan origination and disbursement records.

2. Export Data

Create a file of data records that you have entered using either EDExpress or your own software. The file must be in a format that adheres to the standards established by each of SFA's processors.

3. Transmit Data

Use EDConn32 to access the SAIG and send the data file to your mailbox.

4. Process Data

The appropriate SFA system retrieves the data from your SAIG mailbox, processes the data, and returns the processed results to your mailbox.

5. Receive Data

Use Edconn32 to send an electronic request to the SAIG to receive your processed data.

6. Import Data

Import records stored in batch files on your PC into EDExpress or your own software package.

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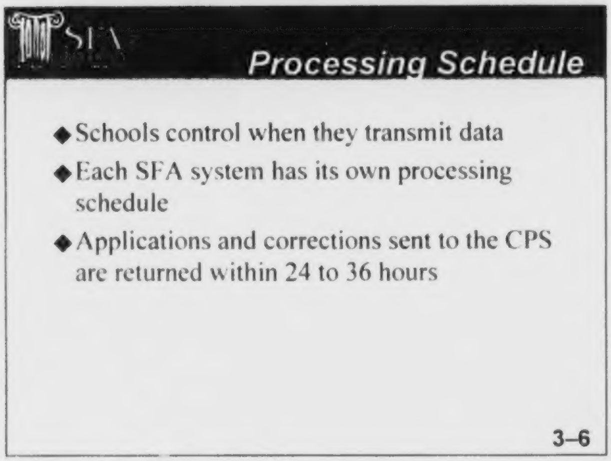


SFA

Processing Schedule

◆ Schools control when they transmit data

◆ Each SFA system has its own processing schedule

◆ Applications and corrections sent to the CPS are returned within 24 to 36 hours

3–6

Overall Processing Schedule

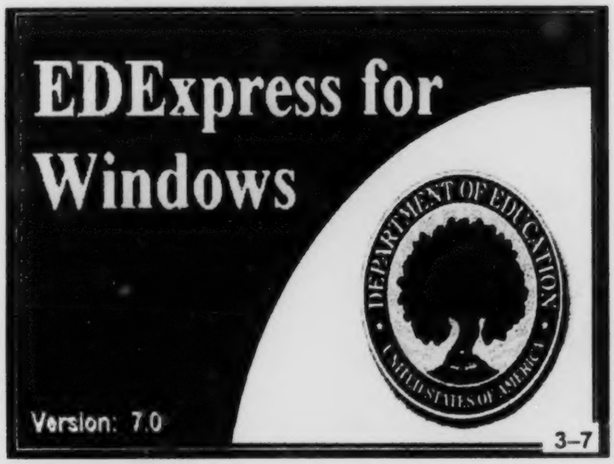
Schools have control over how often they transmit data to their SAIG mailbox. Some schools transmit daily; others transmit less often.

Each SFA system has its own schedule for processing the data submitted by schools. It's important to understand these schedules. The CPS, which processes applications and corrections, retrieves data once a day from each school's mailbox. It takes the CPS from 24 to 36 hours to return ISIRs to the school's mailbox.

Why does it take so long?

Once the CPS retrieves the application or correction data from the school's mailbox, it does the following:

- Edits the data;
- Computes an EFC;
- Transmits the records to several other computer systems for matching; (These systems include the Social Security Administration, NSLDS, Immigration and Naturalization Service, Selective Service, and Veteran's Administration.)
- Waits for the matching results to return from each system; and
- Creates ISIRs with the processing results and places them back into the school's mailbox.



EDExpress for Windows

DEPARTMENT OF EDUCATION
UNITED STATES OF AMERICA

Version: 7.0

3–7

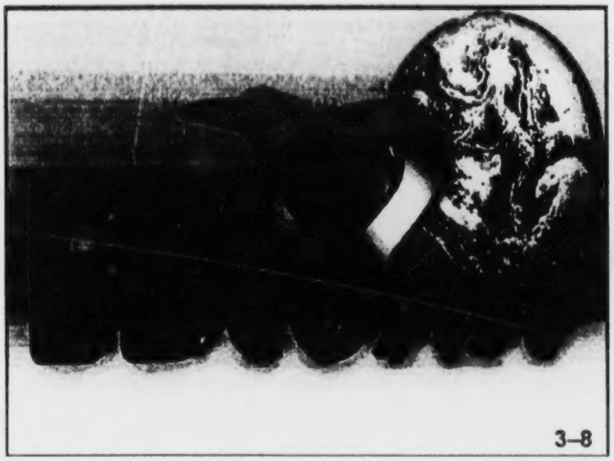
What is EDExpress?

EDExpress is PC software that allows your school to manage student financial aid records. SFA provides EDExpress free of charge to all schools who have an SAIG account.

EDExpress has five modules. Schools have the option of using all, some, or none of the modules:

- **App Express:** Allows you to enter FAFSAs, Renewal FAFSAs, and corrections; edit the data; and create batch files to transmit to the CPS.
- **Packaging:** Allows you to package student financial aid awards.
- **Direct Loan:** Allows you to create loan origination records, print promissory notes, and post actual disbursements to be processed by the LOC.
- **Pell**: Allows you to create Pell Grant origination and disbursement records and process Pell data to be sent to the RFMS.
- **Global**: Includes all of the functions within EDExpress that affect all modules or do not relate to a specific module.

Schools who don't use EDExpress must develop software, or acquire software from a vendor, to enter, edit, and create records to transmit to the SAIG.


3–8

What is EDConn32?

EDConn32 is PC software that transmits the data records you created using EDExpress (or another software package) to the SAIG.

EDConn32 manages your data files, keeps track of user IDs and passwords, dials the appropriate network telephone number, and initiates two-way communication with the SAIG.

Lesson 1 Exercise #1

The 6 Step EDE Process

List the steps in the correct order (1 through 6)

______ Process Data

______ Import Data

______ Enter Data

______ Receive Data

______ Export Data

114

______ Transmit

Lesson 1 Exercise #2

Key Players

Match the key player with the correct description

A. Central Processing System (CPS)
B. Recipient Financial Management System (RFMS)
C. Loan Origination Center (LOC)
D. National Student Loan Data System (NSLDS)
E. FISAP

________ Receives and processes origination and disbursement records for Pell Grant payment processing.

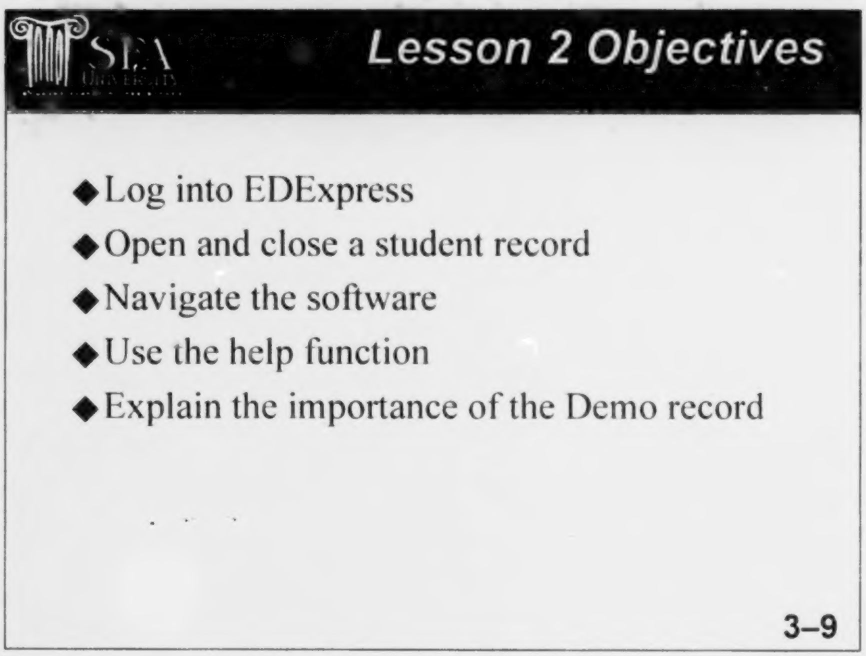
________ Sends enrollment confirmation records to schools. Supplies financial aid history information to CPS for ISIR data.

________ Receives and processes data from schools applying for campus-based funds and reporting expenditures of campus-based funds.

________ Receives and processes initial application and correction data and sends the results to your school as an Institutional Student Information Record.

________ Receives and accepts or rejects loan origination records, promissory notes and actual disbursements for Direct Loan participating schools. Sends electronic acknowledgements back to your school.

Lesson 2: Getting Started



Lesson 2 Objectives

- ◆ Log into EDExpress
- ◆ Open and close a student record
- ◆ Navigate the software
- ◆ Use the help function
- ◆ Explain the importance of the Demo record

Key Terms

Demographic Record

A demographic record in EDExpress stores a student's demographic information, such as address, telephone number, and SSN. Each student in the EDExpress database has a demographic record. You can access all of the student's other financial aid records from the demographic record.

Hot Keys

Hot keys help you perform certain functions in place of the menu bar or the toolbar. These are commonly used hot keys in EDExpress:

CTRL and N: New (create a new record)

CTRL and O: Open (open and existing record)

CTRL and P: Print (go to the print dialog box)

Menu Bar

The menu bar is the line just below the title bar that displays options horizontally across the top of the screen. Click an option to pull down its menu. When the menu is open, click an option to select it. Menus display only the options for the EDExpress modules you've installed.

Toolbar

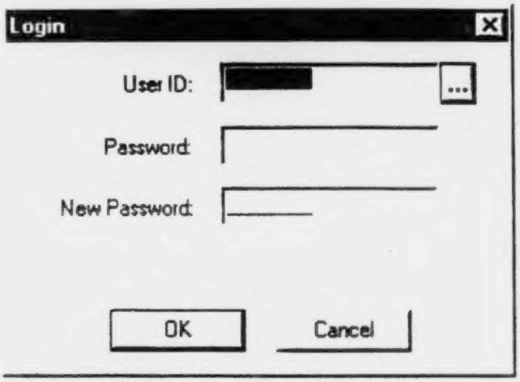
Toolbar provides buttons that you click on to access features that are also accessible via pull down menus.

Starting EDExpress for Windows:

Instructor Demonstration

In this demonstration, you will learn how to log into EDExpress.

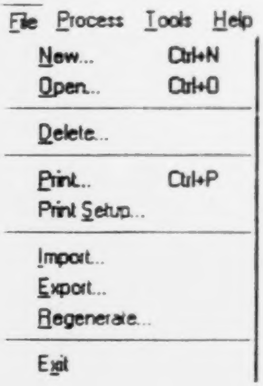
Step	Action
1	From the Windows desktop, click **Start**.
2	Select **Programs/EDESuite/EDExpress for Windows 2001-2002.** The login dialog box displays. (See below)
3	Type your user ID. (If this is your first time logging in to EDExpress, your user ID is SYSADMIN. SYSADMIN is the default user ID. We have already established a user ID for you. It's APPS.) Type **APPS**.
4	Type your password. (If this is your first time to log in to EDExpress, your password is SYSADMIN. SYSADMIN is the default password. Also, if this is your first time logging in to EDExpress, you need to type a new password in the New Password text entry box. You would then be asked to verify the password. We have already established a password for you. It's APPS. You don't need to change it.) Type **APPS**.
5	Click **OK**. You have logged into EDExpress.

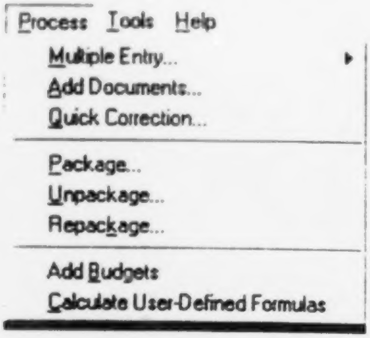


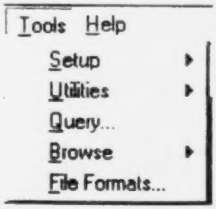
Navigation - Global: Instructor Demonstration

EDExpress for Windows was developed using a standard Windows menu structure. If you use other Windows software packages, many of the menu options will be familiar to you. (Note: All illustrations in this guide show Windows NT.) EDExpress uses a dynamic menu structure. This means the menu options will change according to where you are in the software. The main menu structure that appears when you open EDExpress shows all functions available when there are no student records open. This is referred to as the global level. Another menu structure will display additional options when the student records are open. This is referred to as the record level.

Step	Action
1	Select **File** from the menu bar. The File pull-down menu includes many of the operations involved in creating and accessing records, including import, export, and print. The Print function uses the Windows printer drivers.
2	Select **Process** from the menu bar. The Process pull-down menu includes options that are specific to Global functions, such as Quick Correction (which will be covered in Lesson 5).
3	Select **Tools** from the menu bar. The Tools menu consists of options that are used to set up, define software functions, and view data.
4	Note: We'll discuss the fourth menu option, Help, later in this lesson.


File Process Tools Help
New... Ctrl+N
Open... Ctrl+O
Delete...
Print... Ctrl+P
Print Setup...
Import...
Export...
Regenerate...
Exit


Process Tools Help
Multiple Entry...
Add Documents...
Quick Correction...
Package...
Unpackage...
Repackage...
Add Budgets
Calculate User-Defined Formulas


Tools Help
Setup
Utilities
Query...
Browse
File Formats...

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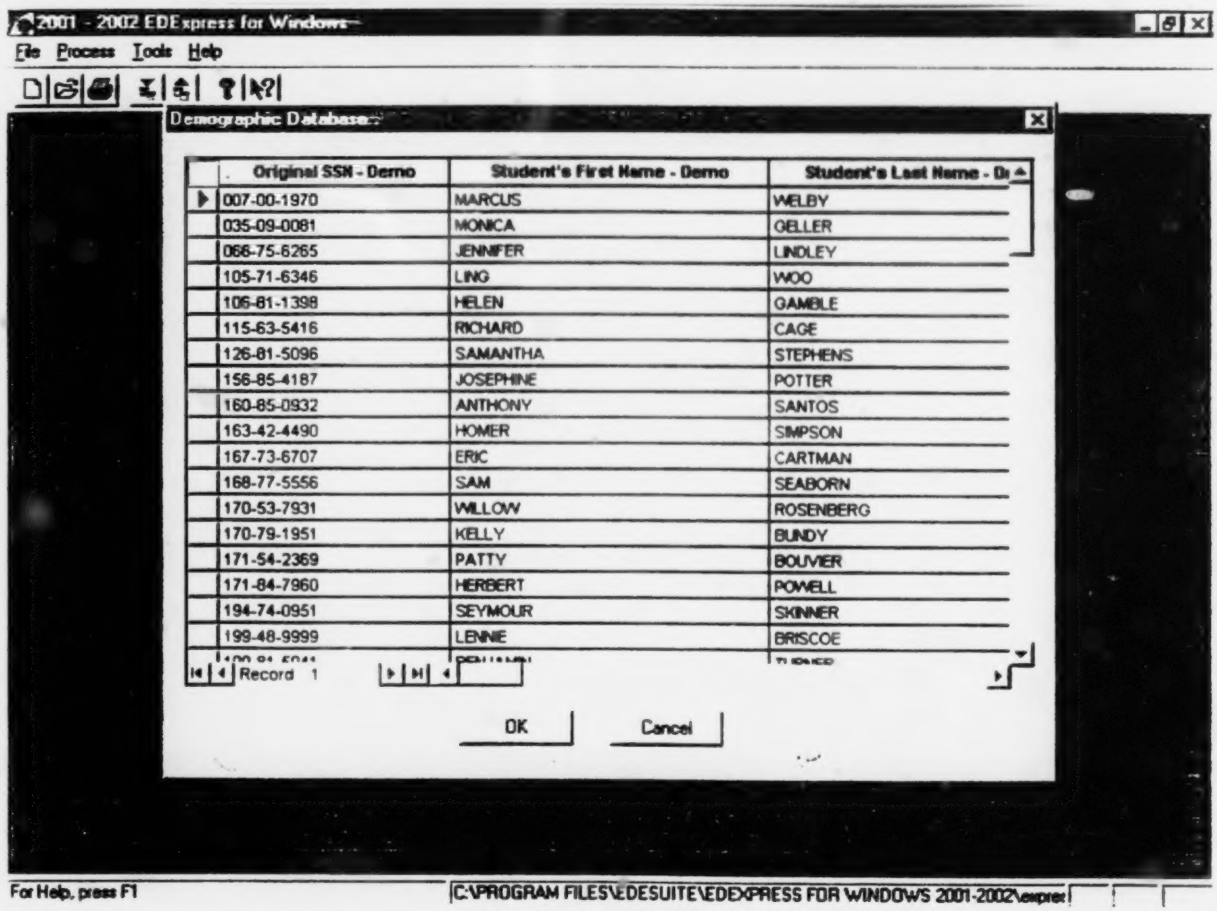
Opening a Student Record: Instructor Demonstration

Step	Action
1	Select **File/Open** from the menu bar. The Open Student dialog box displays.
2	Click the **ellipsis button:** ☐ A list of records on your database displays.
3	Click the SSN of the record you want to open. In this case, click **007-00-1970**, the SSN for Marcus Welby.
4	Click **OK**. The Open Student dialog box redisplays. Click **OK** again.



Original SSN - Demo	Student's First Name - Demo	Student's Last Name - D
007-00-1970	MARCUS	WELBY
035-09-0081	MONICA	GELLER
066-75-6265	JENNIFER	LINDLEY
105-71-6346	LING	WOO
106-81-1398	HELEN	GAMBLE
115-63-5416	RICHARD	CAGE
126-81-5096	SAMANTHA	STEPHENS
156-85-4187	JOSEPHINE	POTTER
160-85-0932	ANTHONY	SANTOS
163-42-4490	HOMER	SIMPSON
167-73-6707	ERIC	CARTMAN
168-77-5556	SAM	SEABORN
170-53-7931	WILLOW	ROSENBERG
170-79-1951	KELLY	BUNDY
171-54-2369	PATTY	BOUVIER
171-84-7960	HERBERT	POWELL
194-74-0951	SEYMOUR	SKINNER
199-48-9999	LENNIE	BRISCOE

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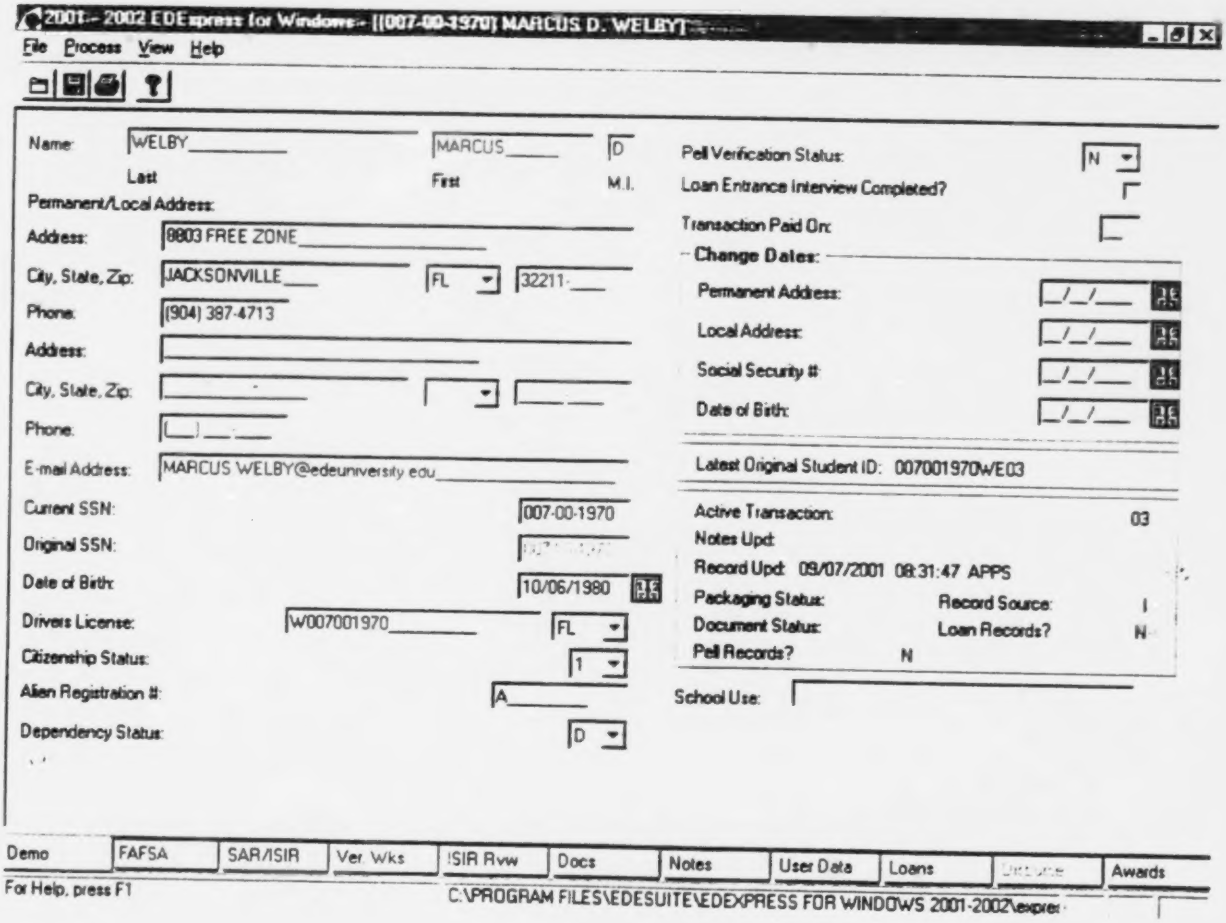
Demographic Record: Instructor Demonstration

The demographic - or demo - record is the default screen that appears each time you open a student record. To create and save a demo record, you must enter only the last name or first name and current SSN.

A demographic record in EDExpress stores a student's demographic information, such as address, telephone number, and SSN. Each student in the EDExpress database has a demographic record. You can access all of the student's other financial aid records from the demographic record, including the FAFSA, SAR/ISIR, Direct Loans, Pell, and Awards.

Click on the tabs at the bottom of the screen - FAFSA, SAR/ISIR, etc., - to access other information about the student.



2001 - 2002 EDExpress for Windows - [[007-00-1970] MARCUS D. WELBY]

Name: WELBY (Last) MARCUS (First) D (M.I.)

Permanent/Local Address:

Address: 8803 FREE ZONE

City, State, Zip: JACKSONVILLE FL 32211-

Phone: (904) 387-4713

Address:

City, State, Zip:

Phone:

E-mail Address: MARCUS WELBY@edeuniversity edu

Current SSN: 007-00-1970

Original SSN:

Date of Birth: 10/06/1980

Drivers License: W007001970 FL

Citizenship Status: 1

Alien Registration #: A

Dependency Status: D

Pell Verification Status: N

Loan Entrance Interview Completed? ☐

Transaction Paid On:

Change Dates:

Permanent Address: __/__/____

Local Address: __/__/____

Social Security #: __/__/____

Date of Birth: __/__/____

Latest Original Student ID: 007001970WE03

Active Transaction: 03

Notes Upd:

Record Upd: 09/07/2001 08:31:47 APPS

Packaging Status:

Record Source: I

Document Status:

Loan Records? N

Pell Records? N

School Use:

For Help, press F1

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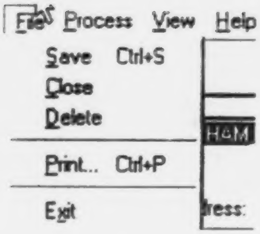
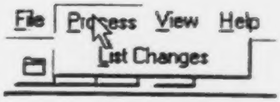
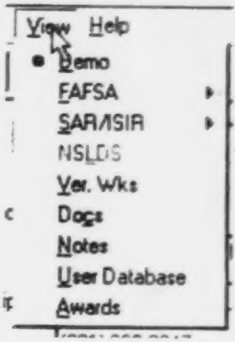
Navigation - Student Record: Instructor Demonstration

The menu bar changes when a student's record is open. The menu bar options are specific to student records.

Step	Action
1	Select **File** from the menu bar. The File pull-down menu includes operations involved in updating and manipulating records, including Save, Delete, and Print.
2	Select **Process** from the menu bar. The Process menu option List Changes shows the corrections you have made to the record.
3	Select **View** from the menu bar. The View pull-down menu includes a list of the tabs that can also be accessed at the bottom of the screen.


File
Process
View
Help
Save Ctrl+S
Close
Delete
Print... Ctrl+P
Exit
HAM
ress:


File
Process
View
Help
List Changes


View
Help
Demo
FAFSA
SAR/ISIR
NSLDS
Ver. Wks
Docs
Notes
User Database
Awards

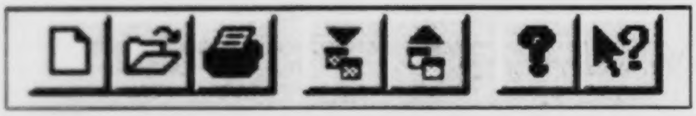
Closing a Student Record: Instructor Demonstration

Close the student's record to return to the global level.

Step	Action
1	Select **File/Close** from the menu bar.

Using the Toolbar: Instructor Demonstration

The toolbar at the top of the screen provides buttons that you click on to access features that are also accessible via pull down menus.



Step	Action
1	Click Use this icon to create a new student record. (Click **Cancel** to return.)
2	Click Use this icon to open a student record. (Click **Cancel**.)
3	Click Use this icon to print reports. (Click **Cancel**.)
4	Click Use this icon to import records. (Click **Cancel**.)
5	Click Use this icon to export records. (Click **Cancel**.)
6	Click Use this icon to find out what version of EDExpress you are using. (Click **OK**.)
7	Click Use this icon to get help about a particular field.

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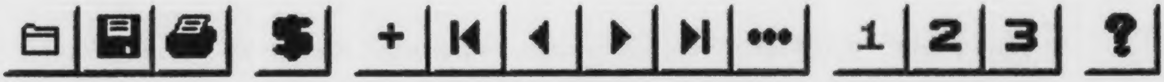
Using the Toolbar: Instructor Demonstration (continued)

Once a student record has been opened, each tab has its own customized toolbar. Some of the same buttons will be available in each toolbar. For example, the following toolbar appears at the top of the SAR/ISIR tab.



Below are most of the buttons available on the toolbars within EDExpress.

- New record
- Open a record
- Close a record
- Save a record
- Print records
- + Add a record
- ◀ Go to previous record
- ▶| Go to last record
- ●●● Retrieve a record
- Import records

- $ Calculate an EFC
- Package a record
- 1 Go to page 1
- 2 Go to page 2
- 3 Go to page 3
- |◀ Go to first record
- ▶ Go to next record
- ? About EDExpress for Windows
- Help
- Export records

Hot Keys: Instructor Demonstration

EDExpress also lets you use hot keys to perform certain functions in place of the menu bar or the toolbar.

Step	Action
1	Press the **CTRL** and **N** keys at the same time to create a new record. (Click **Cancel** to return.)
2	Press the **CTRL** and **O** keys at the same time to open a record. (Click **Cancel** to return.)
3	Press the **CTRL** and **P** keys at the same time to print a report. (Click **Cancel** to return.)

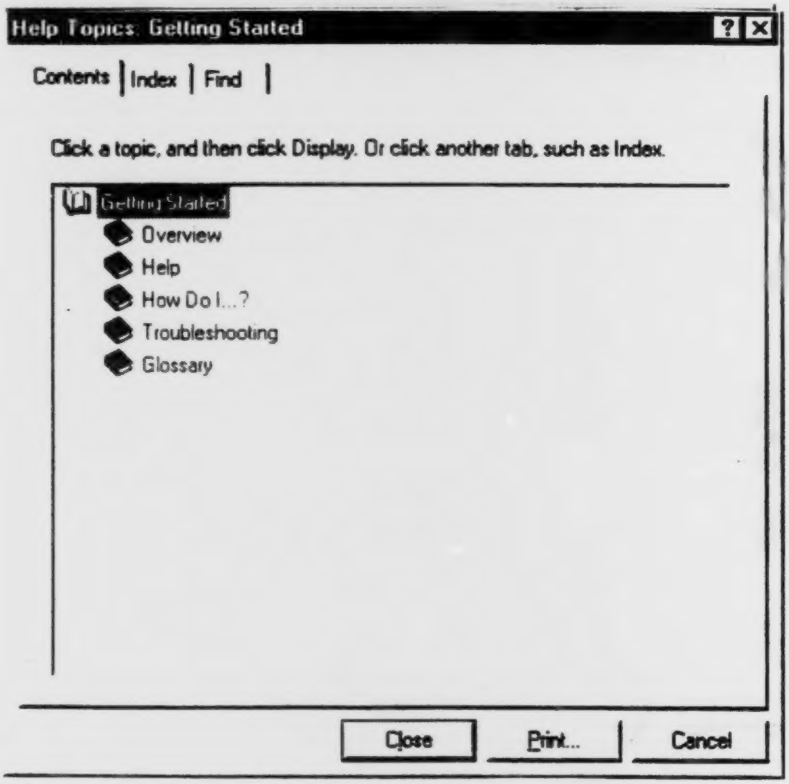
Exiting EDExpress: Instructor Demonstration

Step	Action
1	Select **File/Exit** from the menu bar.
2	Click **Yes** to confirm.

Help - Getting Started: Instructor Demonstration

EDExpress has an extensive on-line help system that will be particularly useful if you are a brand new user. Start by accessing the "Getting Started" help file.

Step	Action
1	From the Windows desktop, click **Start**.
2	Select **Programs/EDESuite/Getting Started 2001-2002.** The Help Topic dialog box displays. Click **Getting Started**. The Getting Started menu displays. (See below)
3	Click on one of the Getting Started topics. If you are looking for something specific, it may be easier to find it using the Index tab.
4	Click the **Index** tab. Type the word you want to find. The list will be displayed alphabetically based on the letters you type. To view the help text for your topic, you can double click on it directly from the index or you can click on it and then click the **Display** button.

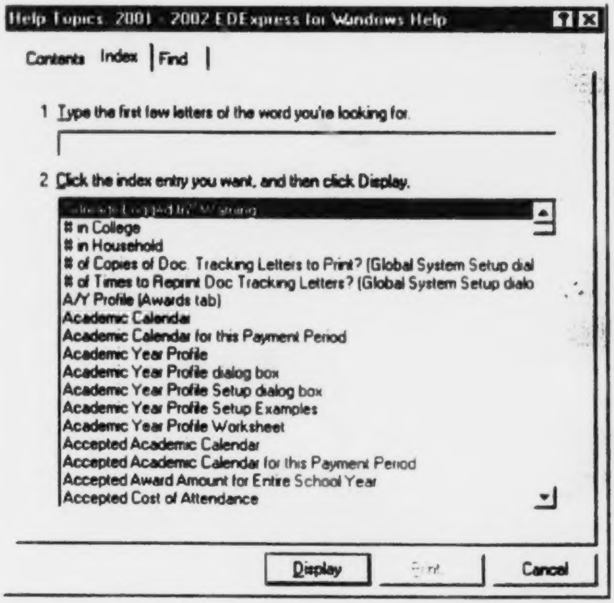

Help Topics: Getting Started
?
Contents
Index
Find
Getting Started
Overview
Help
How Do I...?
Troubleshooting
Glossary
Close
Print...
Cancel

Click a topic, and then click Display. Or click another tab, such as Index.

Help EDExpress: Instructor Demonstration

Help may also be accessed once you are logged into EDExpress. You can access Help from the menu bar. Or, you can press the **F1** key while a field is highlighted in a record or dialog box.

Step	Action
1	Log into EDExpress. Remember: the User ID is **APPS** and the Password is **APPS**.
2	Select **Help** from the menu bar.
3	Select **Help Topics** from the pull-down list. Each topic in the Help Topics list represents a module in EDExpress. If a topic has subtopics, these are listed when you click on the topic. Definitions are provided for each subtopic. Related topics are displayed below each topic description and are hypertext linked. Terms displayed in green with an underline are glossary terms. Click on them to see a definition.
4	Explore the help system. Click **Cancel** when you are done.

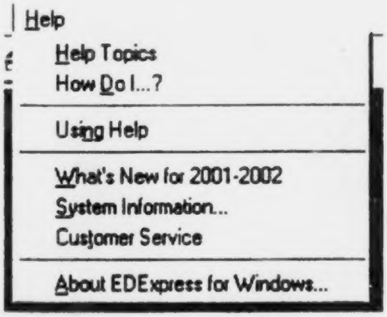

Help Topics: 2001 - 2002 EDExpress for Windows Help
Contents
Index
Find

1 Type the first few letters of the word you're looking for.

2 Click the index entry you want, and then click Display.

[illegible]
# in College
# in Household
# of Copies of Doc. Tracking Letters to Print? (Global System Setup dial
# of Times to Reprint Doc Tracking Letters? (Global System Setup dialo
A/Y Profile (Awards tab)
Academic Calendar
Academic Calendar for this Payment Period
Academic Year Profile
Academic Year Profile dialog box
Academic Year Profile Setup dialog box
Academic Year Profile Setup Examples
Academic Year Profile Worksheet
Accepted Academic Calendar
Accepted Academic Calendar for this Payment Period
Accepted Award Amount for Entire School Year
Accepted Cost of Attendance

Display
Print
Cancel


Help
Help Topics
How Do I...?
Using Help
What's New for 2001-2002
System Information...
Customer Service
About EDExpress for Windows...

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Lesson 2 Exercise

Scenario

You are a new work-study student in the financial aid office. Your supervisor has given you a list of Social Security Numbers for students that need researched. The first SSN on your list is:

664-64-6446.

Instructions

Log into EDExpress and open the student's record. Explore the available screens by clicking the tabs at the bottom of the screen. Answer the questions below.

Remember: The User ID is **APPS** and the Password is **APPS**

Review

1. What is the name of the student?

2. What is the name of the first screen that is accessed and what is the importance of this screen?

3. What tab allows you to package, repackage and unpackage a student?

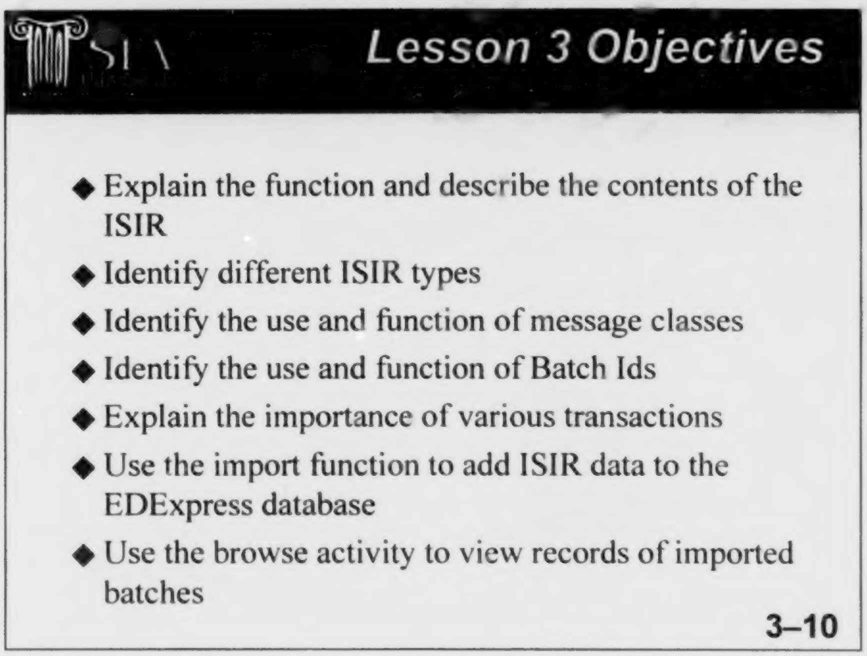
4. What tab(s) allows you to view the student/spouse income?

5. How did you open the student's record? Did you use the menu bar, toolbar, or hot keys?

6. The e-mail address is a new data element. Is a % sign an acceptable character to enter in this field? How did you get your answer?

Session 3- Apps 101

Lesson 3: Importing Data



Lesson 3 Objectives

- Explain the function and describe the contents of the ISIR
- Identify different ISIR types
- Identify the use and function of message classes
- Identify the use and function of Batch Ids
- Explain the importance of various transactions
- Use the import function to add ISIR data to the EDExpress database
- Use the browse activity to view records of imported batches

Key Terms

Batch IDs

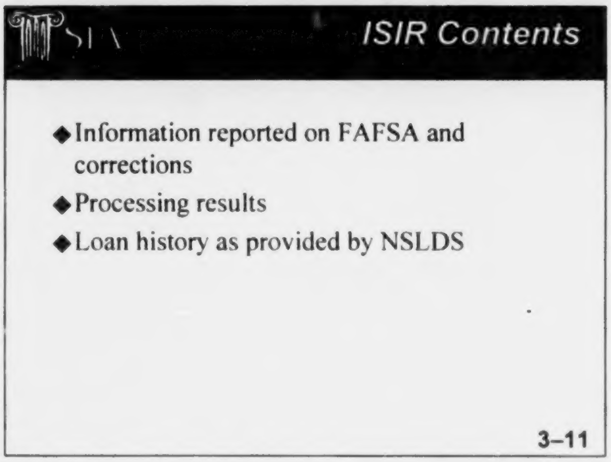
Batch IDs are a means of tracking a group of student records. They are 23 characters long. The batch ID is unique to that batch and its format is specified. CPS generates Batch IDs for files it creates (for example, files containing ISIRs). EDExpress creates Batch IDs for files that the school creates to transmit to the CPS (for example, corrections.)

Message Classes

A message class is a filename that identifies the data contained within a file. The message class is six characters long, with the first four characters specifying the type of data, the next two indicating the processing year, and the last two describing whether the file is an output or input file.

Transactions

Each separate ISIR is known as a transaction. A student might have one transaction per award year; or a student might have more than a dozen transactions, depending upon how many corrections are submitted. A two-digit Transaction Number identifies the transaction, with 01 assigned to the first transaction, 02 to the second, and so on



ISIR Contents

◆ Information reported on FAFSA and corrections

◆ Processing results

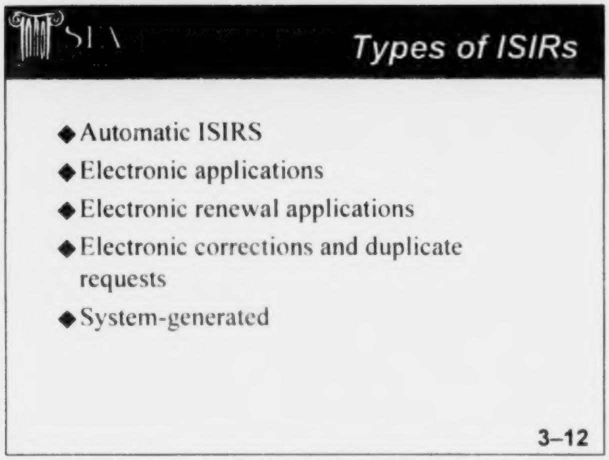
◆ Loan history as provided by NSLDS

ISIR Contents

The ISIR is a fixed length record that contains 2,850 characters of information. The ISIR has:

- All of the information that the student reported on the FAFSA or on a subsequent correction;
- Official processing results, such as the EFC, reject reasons, SAR C Code, database match results, and Verification Flag; and
- Information about the student's loan history that has been provided by the NSLDS.

The detailed contents of the ISIR are found in the record description in Appendix C.



Types of ISIRs

- ◆ Automatic ISIRS
- ◆ Electronic applications
- ◆ Electronic renewal applications
- ◆ Electronic corrections and duplicate requests
- ◆ System-generated

3–12

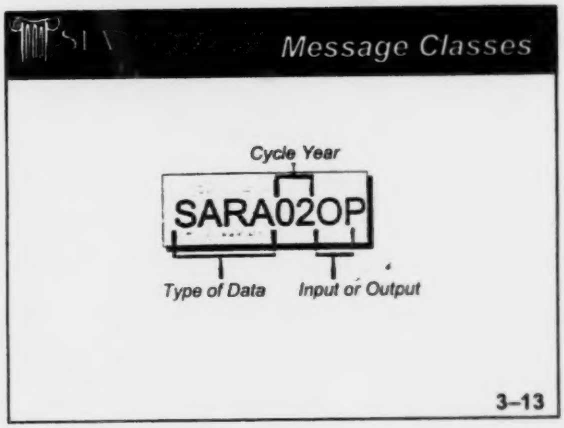
Types of ISIRs

ISIRs are classified by their source.

Each time a student completes a paper FAFSA, Renewal FAFSA or FAFSA on the Web and lists your school code, you will automatically receive an ISIR for that student. You will also receive an Automatic ISIR if the student completes a correction on a paper SAR, or if another school completes an electronic correction for the student and lists your school code.

Also, each time you create and submit an electronic application, correction, or duplicate request, you will receive a corresponding processed ISIR.

Finally, the CPS will occasionally generate ISIRs without any input from a student or a school. For example, in certain cases the CPS completes matching student record data against outside databases after the initial ISIR is produced and transmitted to the school. In such cases, the CPS will systems-generate a new ISIR with the processing results.



Message Classes

3–13

Message Classes

Each type of ISIR is placed in a separate file with a filename that identifies the type of data contained in the file. The filename is known as a message class.

The first four characters of the message class identify the type of data.

For example, SARA indicates that the file contains Automatic ISIRs.

The second two numbers refer to the last two characters of the award year cycle. In this example, the award year cycle is 02, for 2001-20**02**.

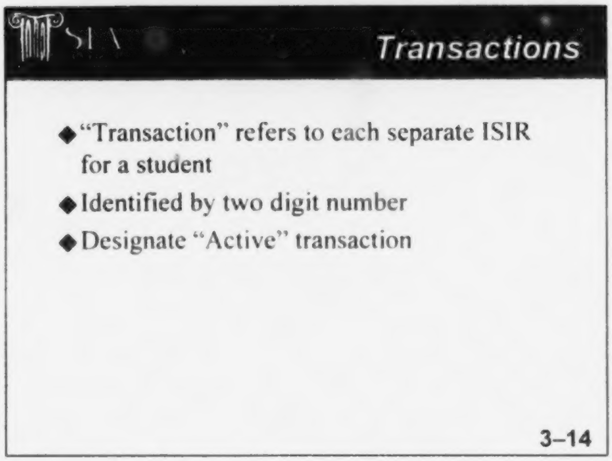
The last two characters indicate input or output data. "IN" refers to what is sent in by the user for the CPS to retrieve. "OP" refers to what the CPS has put back on the network for the user to retrieve.

All of the message classes for the 2001-2002 processing cycle are presented on the following page.

Message Classes

Message Class	Data Description	User Sends or Receives
CORR02IN	Electronic Corrections/Duplicates	Sends
CORE02OP	*Electronic Correction/Duplicate Errors*	*Receives*
CORR02OP	*Electronic Correction/Duplicate ISIR*	*Receives*
EAPR02OP	Electronic Application Reject	Receives
EAPS02IN	Electronic Applications	Sends
EAPS02OP	Electronic Application ISIRs	Receives
EDM002OP	ED Initiated Imports 0	Receives
EDM102OP	ED Initiated Imports 1	Receives
EDM202OP	ED Initiated Imports 2	Receives
EDM302OP	ED Initiated Imports 3	Receives
EDM402OP	ED Initiated Imports 4	Receives
EDM502OP	ED Initiated Imports 5	Receives
EDM602OP	ED Initiated Imports 6	Receives
EDM702OP	ED Initiated Imports 7	Receives
EDM802OP	ED Initiated Imports 8	Receives
EDM902OP	ED Initiated Imports 9	Receives
EREP02OP	Renewal Request (RAD) Errors	Receives
ESFN02OP	State Agency ISIR Nonresident	Receives
ESFR02OP	State Agency ISIR Resident	Receives
FDRE02OP	Rejected FDR Request	Receives
FDRF02OP	Processed FDRs	Receives
FDRS02IN	FDR Request	Sends
FDRU02OP	Unfulfilled FDRs After 30 Days	Receives
HOLD02OP	**Signature Hold File**	**Receives**
RADD02IN	Renewal Data Requests (RAD)	Sends
RADD02OP	Renewal Data from RAD Requests	Receives
RAPR02OP	Renewal Application Rejects	Receives
REAP02IN	Renewal Applications	Sends
REAP02OP	Renewal Application ISIRs	Receives
SARA02OP	Automatic ISIRs	Receives
SARA12TS	Electronic SAR - Test Mode	Receives
SIGA02OP	Signature Correction Acknowledgments & Errors	Receives
SIGS02IN	Signature Corrections	Sends
SYSG02OP	Systems Generated	Receives
YTDN02OP	*State Agency YTD ISIR Nonresident*	*Receives*
YTDR02OP	*State Agency YTD ISIR Resident*	*Receives*
YTDO02OP	Year-to-Date ISIRs	Receives

Message classes that are new for 2001-2002 are in bold face font. *Message classes that have been renamed are in italicized font.*



Transactions

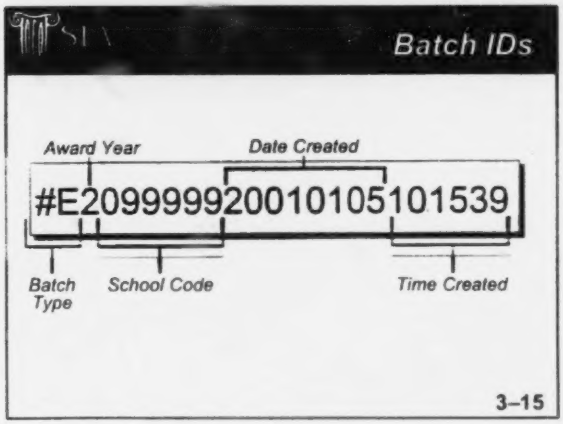
- "Transaction" refers to each separate ISIR for a student
- Identified by two digit number
- Designate "Active" transaction

3–14

Transaction

You might receive more than one ISIR for a student. The first ISIR will typically be the result of a FAFSA submission, either electronically or on paper. Subsequent transactions will reflect corrections to the student's application record. Each separate ISIR is known as a transaction. A student might have one transaction per award year; or a student might have more than a dozen transactions, depending upon how many corrections are submitted. A two-digit Transaction Number identifies the transaction, with 01 assigned to the first transaction, 02 to the second, and so on.

EDExpress provides you the ability to store all ISIR transactions for a student. If a student has more than one transaction, you will need to identify the transaction on which you intend to pay the student. Some schools always pay on the highest transaction. Others designate an "active transaction." You can designate one of the transactions as "active" by opening the transaction on the SAR/ISIR tab and selecting **Process/Activate Transaction**.



Batch IDs

Batch IDs

EDExpress uses Batch IDs to keep track of student records. CPS has already assigned the Batch ID for files that you import into EDExpress. Each time you export a file, EDExpress assigns the Batch ID.

The first letter of a batch ID identifies the type of data contained in the batch. For example, "E" identifies this data as an Automatic ISIR batch.

The list of most commonly used batch types follow:

E	Automatic ISIRs
A	Electronic applications (includes electronic applications you have created and sent, as well as the resulting ISIR file)
C	Electronic corrections and duplicate requests (includes electronic corrections and duplicate requests you have created and sent, as well as the resulting ISIR file)
R	Electronic renewal applications (includes electronic applications you have created and sent, as well as the resulting ISIR file)

The next number in the Batch ID refers to the last digit in the award year cycle. In 2001-2002, the number will always be 2.

The following six digits is your school code that you have entered into EDExpress.

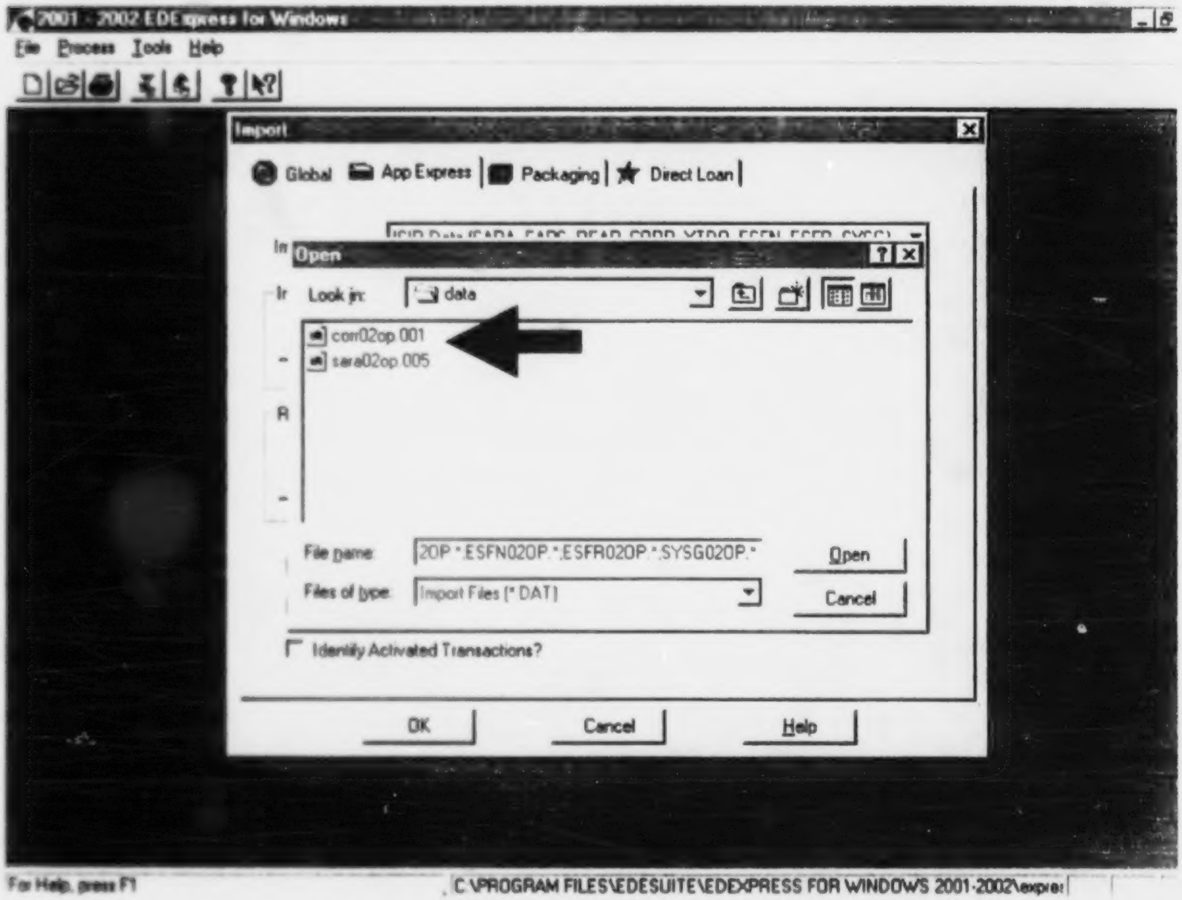
The next eight digits refer to the date (four-digit year, month, and day) this batch was created. This batch was created on January 5, 2001.

The last six digits refer to the time (hours, minutes, and seconds) the batch was created. This batch was created at 10:15 and 39 seconds.

Importing ISIR Data – Instructor Demonstration

The first step for many EDExpress users is to import ISIRs into EDExpress. During the process of importing, the file that you received from CPS is edited and placed into the EDExpress database format where the records can be viewed and printed.

Step	Action
1	Select **File/Import** from the menu bar.
2	Click the **App Express** tab. Ensure that **ISIR Data (SARA, EAPS, CORR, YTDO, ESFN, ESFR, SYSG)** displays as the import type.
3	Click the **File** button. An Open dialog box appears with all of the files that have SARA, EAPS, CORR, YTDO, ESFN, ESFR, and SYSG as their message class prefix displayed.
4	Click **corr02op.001**.


2001 - 2002 EDExpress for Windows
File Process Tools Help
Import
Global
App Express
Packaging
Direct Loan
Open
OK
Cancel
Help
Open
Cancel

Look in: data

corr02op.001

sara02op.005

File name: 20P.*;ESFN02OP.*;ESFR02OP.*;SYSG02OP.*

Files of type: Import Files (*.DAT)

☐ Identify Activated Transactions?

For Help, press F1

C:\PROGRAM FILES\EDESUITE\EDEXPRESS FOR WINDOWS 2001-2002\expre

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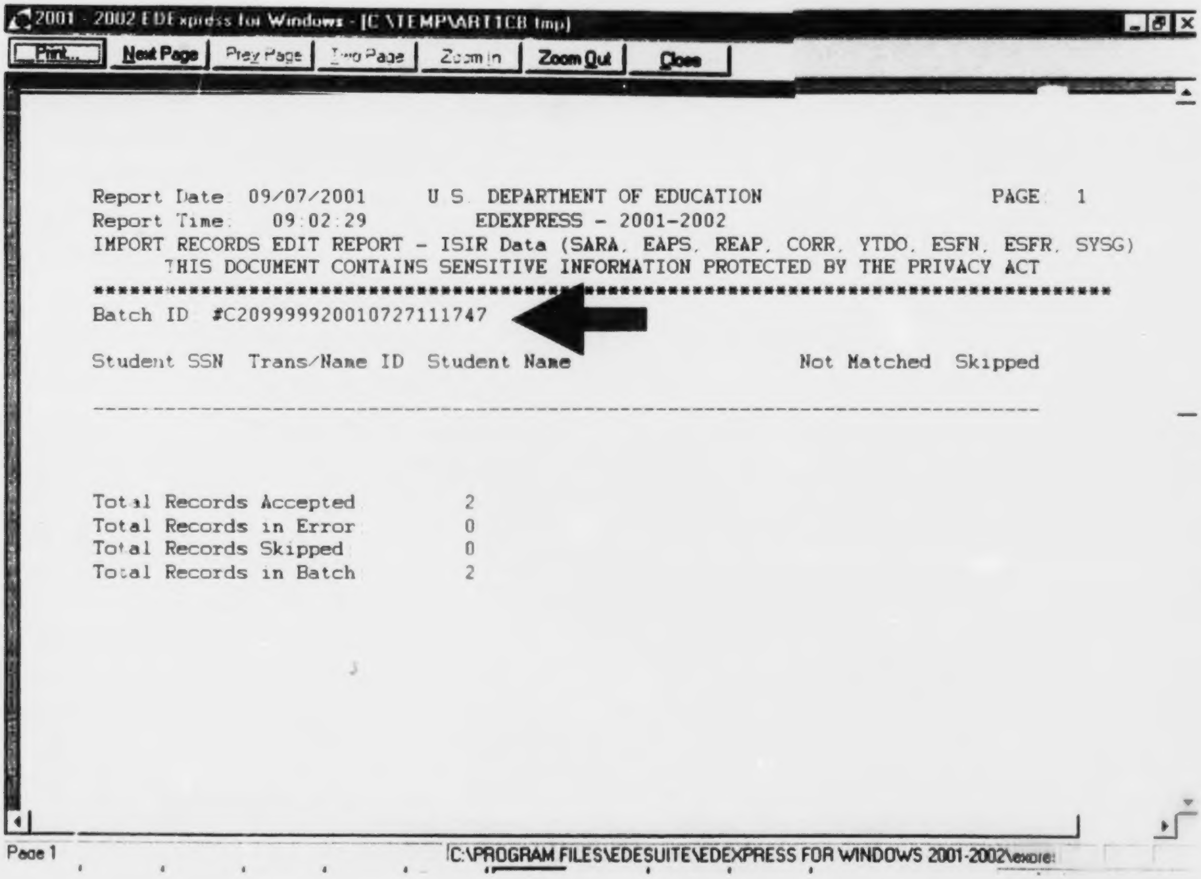
Importing ISIR Data – Instructor Demonstration (continued)

Step	Action
5	Click **Open** to return to the import screen.
6	Click **Screen** in the Report to: field. An Import Edit Report will display on the screen after you import the ISIR file.
7	Click **Prompt for Duplicates?** For all imports except errors, you can direct EDExpress to prompt you when it encounters a record that you have already imported. Whether you mark this option or not, EDExpress will not import a duplicate record.
8	Leave the **Import NSLDS Data?** marked. NSLDS Data is that portion of the ISIR that contains the student's loan history data as received from NSLDS. If you want to import ISIR data without NSLDS data, click this box to remove the default check.
9	Click **Identify Activated Transactions?** If you mark this option, EDExpress notifies you when a new ISIR is imported for a student on your database that already has an active transaction. Also, the Import Edit Report displays both the Active ISIR's EFC, as well as the EFC of the incoming ISIR transaction. The NSLDS default flag also displays for both transactions.
10	Leave **Compare Demographic Data?** unmarked. You mark this checkbox if you want EDExpress to print on the Import Edit Report a comparison of imported ISIR data and demographic data. This option is useful if you have ISIR transactions on your database and you want to see if any of the demographic data (name, address, etc.) on new transactions has changed. The default setting for this checkbox (always marked or not marked) is determined in the App Express setup. This option prints only the student records that are different from those in the demographic table.
11	Leave **Update Demographic Data?** marked. Enable this checkbox if you want EDExpress to automatically update the demographic fields of the records in your database when you import ISIRs. The default setting for this checkbox is determined in the App Express setup.

Importing ISIR Data – Instructor Demonstration (continued)

Step	Action
12	Click **OK** to begin to import the file. A batch report displays, showing the number of records that have been imported.
13	Click **OK** again. The Import Edit Report displays. This report also provides statistics about the imported records. If any records are in error or skipped, the student's SSN and name are listed. Note that the batch ID assigned at the CPS displays at the top of the report. In this case, 2 records were added to the database.
14	Click **Close**.


2001 - 2002 EDExpress for Windows - [C:\TEMP\ART1CB.tmp]
Print...
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Prev Page
Two Page
Zoom In
Zoom Out
Close
Page 1
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```
Report Date  09/07/2001      U S  DEPARTMENT OF EDUCATION                  PAGE   1
Report Time    09:02:29          EDEXPRESS - 2001-2002
IMPORT RECORDS EDIT REPORT - ISIR Data (SARA, EAPS, REAP, CORR, YTDO, ESFN, ESFR, SYSG)
      THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT
*****************************************************************************
Batch ID  #C20999920010727111747

Student SSN  Trans/Name ID  Student Name                         Not Matched  Skipped

-------------------------------------------------------------------------------


Total Records Accepted        2
Total Records in Error        0
Total Records Skipped         0
Total Records in Batch        2
```

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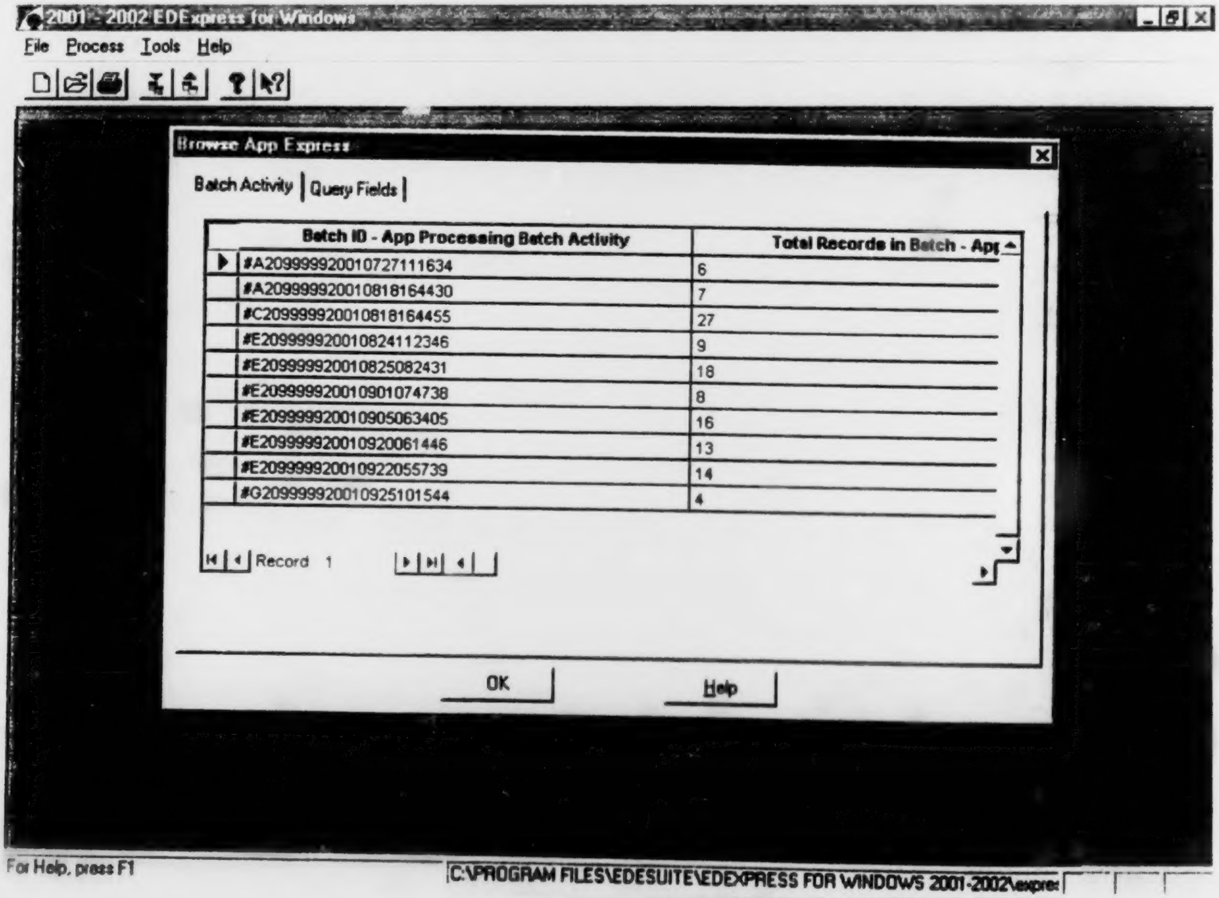
Browsing the Batch Activity Database: Instructor Demonstration

Each time you create an export file, an import file, or regenerate an existing batch, an entry is made on the Batch Activity Database. The batch activity browse tool helps you track the batches you have created and received by allowing you to view the records in the Batch Activity Database. Each row in the database represents a batch and includes such information as the batch ID, the number of records included, and the user who created it.

Step	Action
1	Select **Tools/Browse/App Express** from the menu bar. The Browse App Express dialog box displays, listing all of the batches that have been created. Move the horizontal scroll bar to display the information that is stored about each batch.
2	Click **OK** when you are finished browsing through the records.


2001 - 2002 EDExpress for Windows
File Process Tools Help
Browse App Express
Batch Activity
Query Fields
Record 1
OK
Help
For Help, press F1
C:\PROGRAM FILES\EDESUITE\EDEXPRESS FOR WINDOWS 2001-2002\expre

Batch ID - App Processing Batch Activity	Total Records in Batch - Ap
#A20999992001072711634	6
#A20999992001081816443O	7
#C20999992001081816445 5	27
#E20999992001082411234 6	9
#E20999992001082508243 1	18
#E20999992001090107473 8	8
#E20999992001090506340 5	16
#E20999992001092006144 6	13
#E20999992001092205573 9	14
#G20999992001092510154 4	4

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Lesson 3 Exercise: #1

Scenario

One of your daily assignments is to import all of the files that have been received from the SAIG the night before. Last night you received two ISIR files, one resulting from corrections you submitted and the other resulting from FAFSAs that students filed.

Instructions

Import the ISIR file that was the result of FAFSAs that students filed. Browse the Batch Activity database to review information about all of the data files that have been imported and exported.

Review

1. What message class is used for the batch that you imported?

2. How many records were accepted?

3. Were there any skipped records in the imported batch?

4. On what day was the batch processed at the CPS?

5. Has a batch been imported before that had 27 records? If so, what was the message class of the imported file?

Lesson 3 Exercise: #2

True or False

1. ______ The "active" transaction is always the transaction with the highest Transaction Number.

2. ______ You cannot import NSLDS data during an ISIR Import.

3. ______ The Import Edit Report displays how many records were successfully imported into EDExpress.

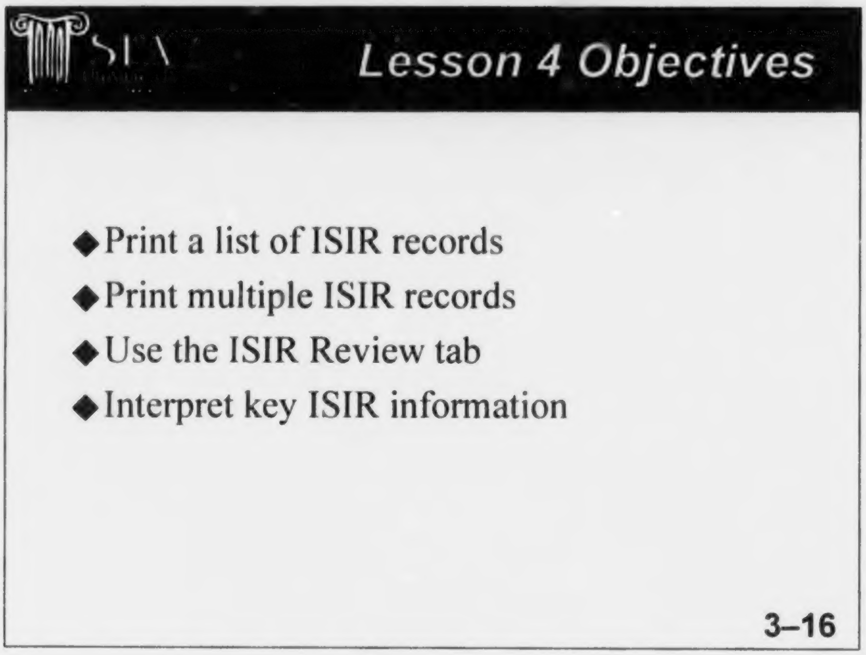
4. ______ You can tell the date and time the ISIR data was imported by reviewing the batch ID.

5. ______ You can tell the date and time the imported ISIR data was processed at the CPS by reviewing the batch ID.

6. ______ Use the Identify Activated Transactions? option if you want to see if the ISIR being imported has a lower EFC than the active transaction on your database.

7. ______ EDExpress will always add all of the ISIRs on the imported file to the database, even if a duplicate ISIR already exists on the database.

Lesson 4: Identifying Records



Lesson 4 Objectives

- ◆ Print a list of ISIR records
- ◆ Print multiple ISIR records
- ◆ Use the ISIR Review tab
- ◆ Interpret key ISIR information

Key Terms

Current SSN

Two Social Security Number fields are carried on the student's record: Current SSN and Original SSN. The Current SSN is the most recently reported Social Security Number. It will always equal the Original SSN, unless the student corrects the SSN.

FAA Comments

FAA Comments are the comments on the ISIR that are directed to the financial aid administrator.

Original SSN

The Original SSN is the Social Security Number the student first reports to the CPS. It never changes. If the student corrects the SSN, the corrected SSN is the Current SSN.

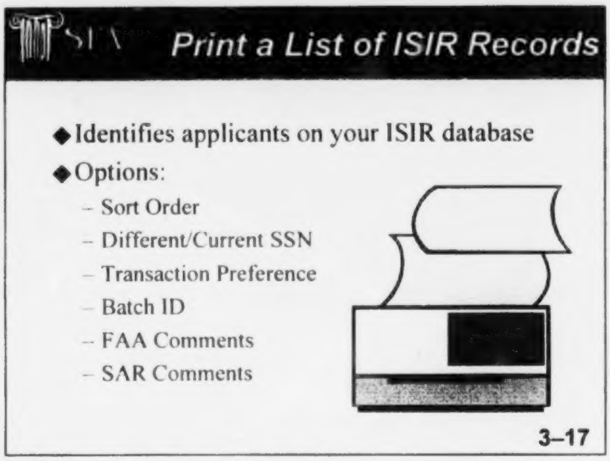
Trankey

The Trankey identifies the student's ISIR record. It consists of the student's Original SSN, first two letters of the last name, and transaction number.

Transaction Type

Transaction type indicates the source of the ISIR. The codes follow:

0 = Electronic initial application
1 = Automatic ISIR generated from a paper FAFSA or Renewal FAFSA
2 = Electronic correction
3 = Electronic duplicate request
5 = Electronic renewal application



Print a List of ISIR Records

- Identifies applicants on your ISIR database
- Options:
  - Sort Order
  - Different/Current SSN
  - Transaction Preference
  - Batch ID
  - FAA Comments
  - SAR Comments

3–17

Print a List of ISIR Records

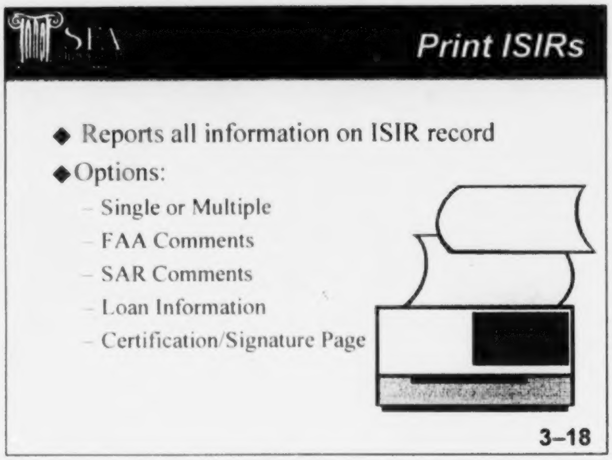
After you import a batch of processed ISIRs, you may want to print a list of the records contained in the batch.

For each ISIR record, the List - Processed ISIRs report displays the name, Social Security Number, Transaction Number, Processed Date, Transaction Type, EFC, and whether or not the applicant was selected for verification.

You can print all ISIR records on your database, or, as we learned in Session 2, you can use a query to select certain records to print.

The following other options are available when printing a list of ISIR Records:

- **Sort Order:** ISIRs can be sorted in either Last Name order or SSN order.
- **Different/Current SSN?**: Use this option to print a list of ISIRs where the student's current SSN is different than the original SSN.
- **Transaction Preference**: You can specify whether to print the highest transaction, active transaction, or all transactions for a student. As we learned in Session 1, this is a new field for 2001-2002.
- **Batch ID**: You can specify to print all ISIR records associated with a particular batch. Use this option if you want to identify those records that you just imported.
- **FAA Comments?:** If you want EDExpress to print FAA comment codes, click the checkbox to enable this option.
- **Print SAR Comments?:** If you want EDExpress to print SAR comment codes, click the checkbox to enable this option.


SFA

Print ISIRs

- ◆ Reports all information on ISIR record
- ◆ Options:
  - Single or Multiple
  - FAA Comments
  - SAR Comments
  - Loan Information
  - Certification/Signature Page

3–18

Print ISIRs

The List - Processed ISIRs report, discussed previously, provides a limited amount of information from each ISIR record. EDExpress also provides the option of printing the full ISIR record for each student.

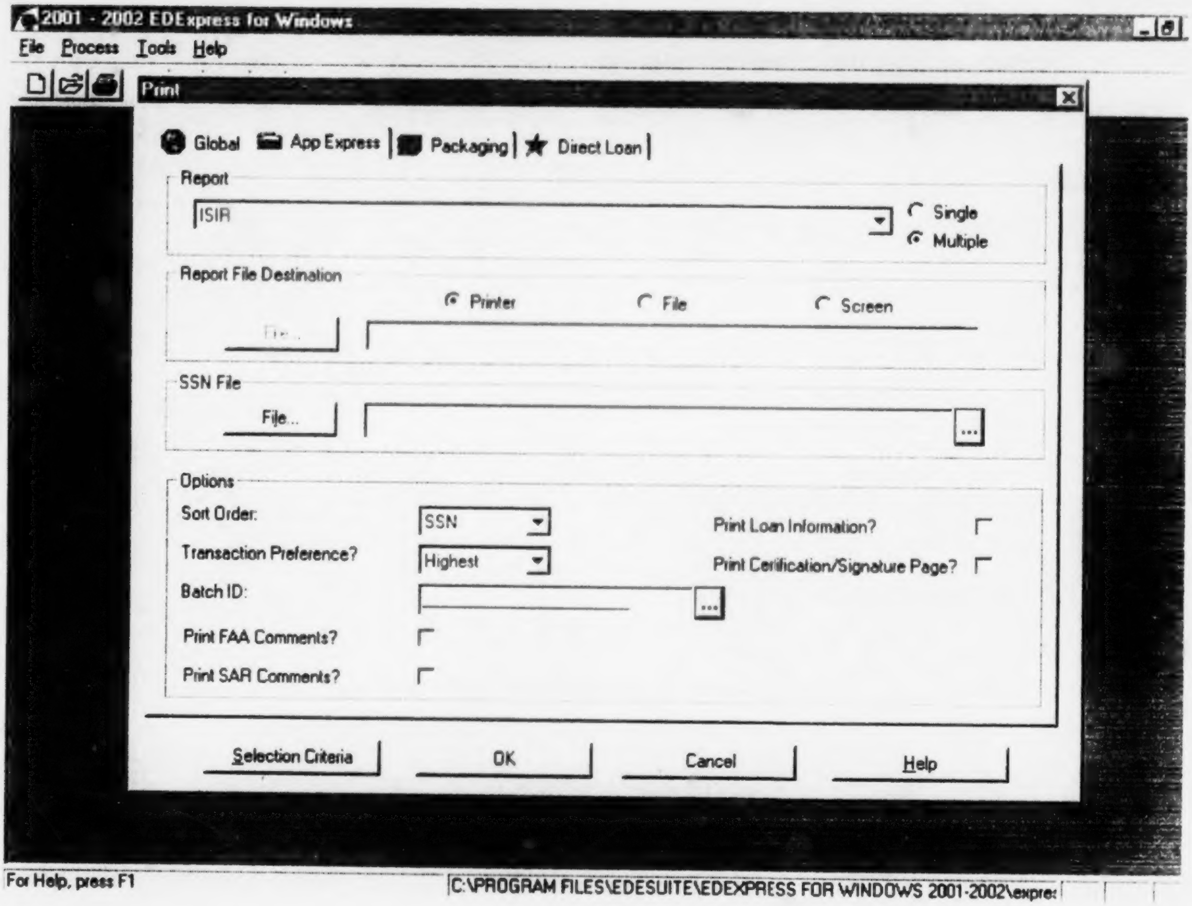
You can print a single ISIR for a specified student by entering the student's Trankey, which consists of the student's Social Security Number, first two letters of the last name, and transaction number.

EDExpress also provides a multiple option, which allows printing of numerous ISIRs at one time. When you select multiple, you have the same options available to you that you have when printing the List - Processed ISIRs report. You can use a query to select certain records to print. You can also specify the sort order, transaction preference, and batch ID.

The basic ISIR report is two pages long. However, EDExpress provides you the option of printing the following extra information:

- **FAA Comments?** If you want EDExpress to print FAA comments when printing ISIRs, mark this box.
- **Print SAR Comments?:** If you want EDExpress to print SAR comments when printing ISIRs, mark this box.
- **Loan Information:** If you want EDExpress to print the information on the ISIR that is received from NSLDS, mark this box.
- **Certification/Signature Page?:** If you want EDExpress to print a certification page when printing ISIRs, mark this box.

The dialog box for printing multiple ISIRs is shown on the following page.


2001 - 2002 EDExpress for Windows
File
Process
Tools
Help
Print
Global
App Express
Packaging
Direct Loan
File...
File...
Selection Criteria
OK
Cancel
Help
For Help, press F1

Report
ISIR
○ Single
● Multiple

Report File Destination
● Printer
○ File
○ Screen

SSN File

Options
Sort Order: SSN
Transaction Preference? Highest
Batch ID:
Print FAA Comments? ☐
Print SAR Comments? ☐
Print Loan Information? ☐
Print Certification/Signature Page? ☐

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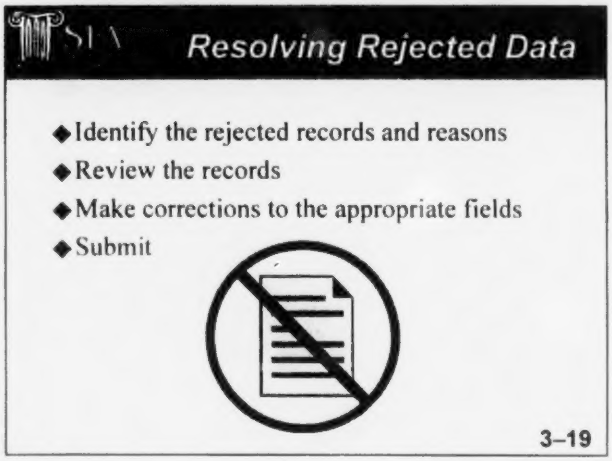


Resolving Rejected Data

- ◆ Identify the rejected records and reasons
- ◆ Review the records
- ◆ Make corrections to the appropriate fields
- ◆ Submit

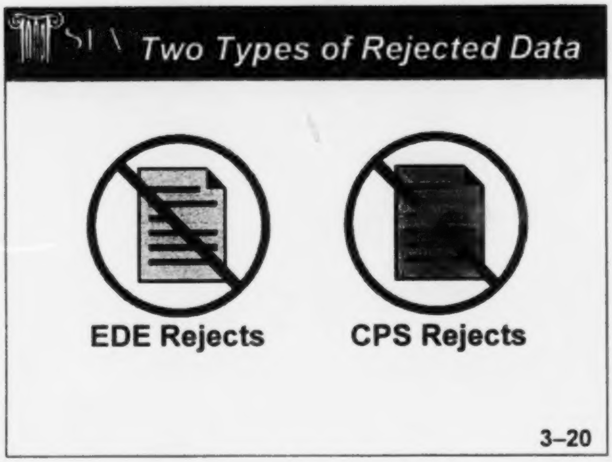
3–19

Resolving Rejected Data

Once you import ISIRs you will want to identify those student records requiring follow-up.

Applications that have been rejected by the CPS are one type of student record that will require follow-up. Follow these steps when resolving rejected data:

1. Identify rejected records by printing a List - Processed ISIRs report. Use a query that identifies all rejected records, or records that meet a specific reject reason.
2. Review the full ISIR records of the rejected applicants by
   - Printing ISIR reports;
   - Viewing messages (a demonstration of how to view messages will be provided later in this lesson); and
   - Using the ISIR Review tab to review multiple transactions (a demonstration of how to use this feature will be provided later in this lesson).
3. Open the individual records and make corrections to the appropriate fields (how to make corrections is covered in Lesson 5).
4. Submit the corrections (how to export records is covered in Lesson 6).



Two Types of Rejected Data

EDE Rejects

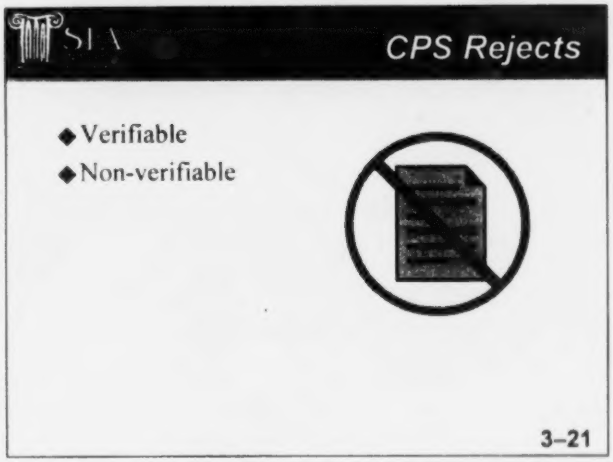
CPS Rejects

3–20

Two Types of Rejected Data

You will encounter two types of rejected data: EDE and CPS.

- EDE rejects occur when information in a specific field or an incorrect Batch ID does not allow records to be processed. EDExpress users will rarely encounter EDE rejects because the software contains edits to ensure that the conditions that create an EDE reject do not occur.
- CPS rejects occur when a record can be processed but errors in the data prevent the EFC from being calculated.



CPS Rejects

- Verifiable
- Non-verifiable

3–21

CPS Rejects

Verifiable and non-verifiable are the two types of CPS rejects. All of the verifiable and non-verifiable reject codes and reasons are displayed on the following pages.

Verifiable rejects occur when a questionable, but possible, condition exists. The data in question must either be corrected or verified before an EFC can be computed. For instance, a "W" reject code will display if a very high number of family members is reported. The high number of family members is a possibility, but more than likely an entry error was made that needs to be corrected. Verifiable rejects are identified by an alpha character code.

Schools have the ability to override certain verifiable rejects using EDExpress. If the school is entering the FAFSA on behalf of the student, and the school knows that the reported information is correct, it can indicate that the verifiable reject(s) should be ignored at the CPS. Rejects B, N, and W are the rejects that can be overridden.

Non-verifiable rejects occur when critical data has not been reported, or data that is reported is inconsistent. The data in question must be provided or corrected before an EFC can be computed. Non-verifiable rejects are identified with a numeric code.

Verifiable Rejects

These are the only codes for rejected data that you or the student can change or verify as correct. You may revise these data or leave them unchanged.

New!

New!

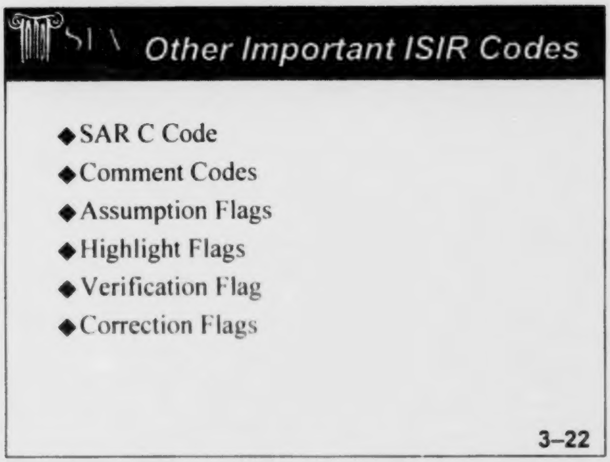
Reject Code	Reject Reason	Resolution
A	**Student's Date of birth equal to** 1900, 1901, or 1902	**Verify or correct the following:** - Date of birth
B	Independent Student Date of birth = to or greater than Sept. 1, 1985 and not equal to or greater than current year	Verify or correct the following: - Date of Birth
C	U.S. Taxes Paid equals Adjusted Gross Income	*If the applicant is dependent, verify or correct the following:* - Parent's U.S. Taxes Paid - Parent's Adjusted Gross Income *If the applicant is independent, verify or correct the following:* - Student's U.S. Taxes Paid - Student's Adjusted Gross Income
N	Either first name or last name blank	Verify or correct the following: - Student's Last Name - Student's First Name Student may have one name, but it must be verified.
P	Invalid SSN Range	Verify the following - Student's Current SSN
W	Questionable number of family members	*If the applicant is dependent, verify or correct the following:* - Parents Number of Family Members *If the applicant is independent, verify or correct the following:* - Student's Number of Family Members

Non-Verifiable Rejects

Reject Code	Reject Reason	Resolution
1	**Simplified needs test is not met and all supplemental data are blank.**	***If the applicant is dependent, provide the following:*** - Parents' Cash, Savings and Checking - Parents' Investments - Parents' Business and/or Investment Farms *If the applicant is independent, provide the following:* - Student's Cash, Savings, and Checking - Student's Investments - Student's Business and/or Investment Farms
2	Incomplete Application Renewal Application or Correction	*If the applicant is dependent, provide the following:* - Parents' Taxed and Untaxed Income - *If the applicant is independent, provide the following:* Student's and Spouse's Taxed and Untaxed Income
4	Date of Birth year is equal to the current year.	Correct the following: - Date of Birth
5	Missing or invalid date of birth	Correct the following: - Date of Birth
8	SSN match with date of death	*If the SSN is correct*, the applicant must contact the Social Security Administration *If the SSN is incorrect*, the applicant must correct the Social Security Number – See SAR/ISIR Guide Appendix B
10	Missing marital status and household size	*If the applicant is dependent,* provide the following: - Parents' Marital Status - Parents' Number of Family Members *If the applicant is independent*, provide the following: - Student's Marital Status - Student's Number of Family Members
11	Marital status is inconsistent with base year income. (Not married, but two incomes reported.)	*If the applicant is dependent,* correct one or more of the following: - Parent's Marital Status - Father's 2000 Income - Mother's 2000 Income *If the applicant is independent*, correct one or more of the following: - Student's Marital Status - Student's 2000 Income - Spouse's 2000 Income

New!

Reject Code	Reject Reason	Resolution
13	**Missing Name**	**Provide the following:** - **Student's Last Name** - **Student's First Name**
14	Unsigned FAFSA	The signature correction must be made on a printed Student Aid Report certification page and resubmitted.
15	Unsigned SAR	The signature correction must be made on a printed Student Aid Report certification page and resubmitted.
16	Unsigned FAFSA Express Certification Document	Signature correction must be made on a printed Student Aid Report certification page and resubmitted to the FAFSA Processor or may be corrected electronically.
17	Unknown citizenship status or student is not a U.S. citizen or eligible non-citizen	Correct the following: - Citizenship Status
18	SSN not on Social Security Administration's database	Correct the following: - Student's SSN
19	An EFC cannot be calculated because a "hold" has been placed on the student by the Department of Education.	Comment 008, student needs to call (202)708-4766. Comment 009, student needs to call (202) 708-6719.
20	Too many comments.	Correct the highlighted fields.



Other Important ISIR Codes

- SAR C Code
- Comment Codes
- Assumption Flags
- Highlight Flags
- Verification Flag
- Correction Flags

3–22

Other Important ISIR Codes

ISIRs that have not been rejected may require resolution if they display one of the following flags: C Code; Comment Codes; Assumption Flags; Highlight Flags; Verification Flag; and Correction Flags.

SAR 'C' Code (C): This indicates a data match problem that must be resolved. A "C" will print on the ISIR report to the right of the calculated EFC. The comment codes provide additional information about the nature of the problem.

Comment Codes: These three digit codes correspond to the text that is printed on the Student Aid Report. In many cases, the comment codes provide information about processing results. The comment codes and their corresponding text can be found in Appendix C.

Assumption Flags (*): Assumptions occur most often when students leave fields blank. When a value is assumed, it is used in the calculation of the EFC. An "*" will display to the left of the assumed field on the ISIR report.

Highlight Flags (h): An "h" displays to the left of the highlighted field on the printed ISIR. The "h" is used to mark inconsistent, missing, or contradictory information. On the SAR, the fields in question are in boldface.

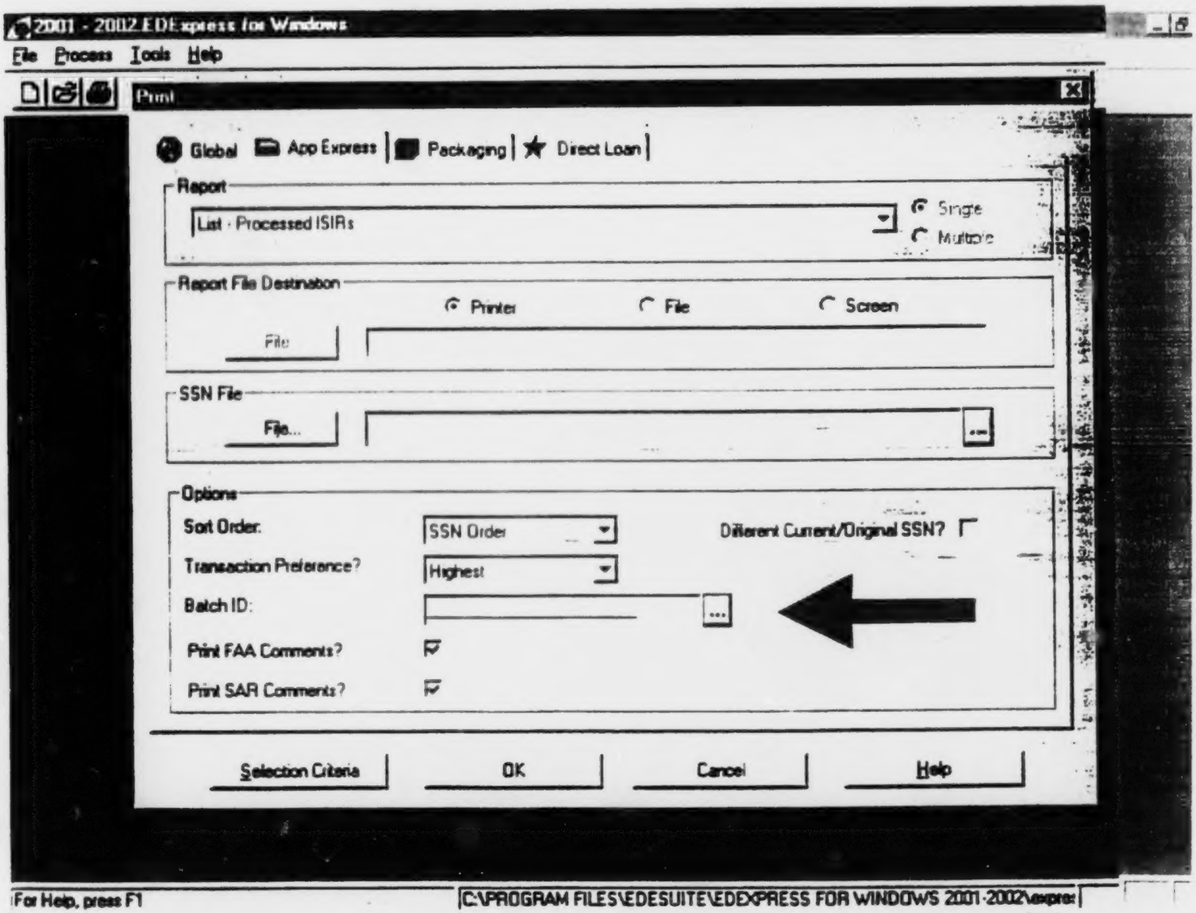
Verification Flag (*): When the transaction is selected for verification by SFA, an "*" will display to the right of the calculated EFC.

Correction Flags (# or @): An "#" to the right of the corrected field, indicates changes were made by CPS to the ISIR data or to the FAFSA on the current transaction. An "@" indicates that a correction was made on a previous transaction.

Identifying Rejected Records: Instructor Demonstration

In this demonstration, we identify a rejected record in a batch of imported records, and review the information on the rejected record.

Step	Action
1	Click **File/Print** on the menu bar.
2	Click the **down arrow** in the Report text box and choose the type of list you want to print. In this case, select **List-Processed ISIRs**.
3	Click **Screen** for the output destination.
4	Click the **ellipsis button** next to Batch ID.


2001 - 2002 EDExpress for Windows
File
Process
Tools
Help
Print
Global
App Express
Packaging
Direct Loan
Report
Report File Destination
File
SSN File
File...
Options
Selection Criteria
OK
Cancel
Help
For Help, press F1

Report: List - Processed ISIRs
● Single
○ Multiple

Report File Destination: ● Printer ○ File ○ Screen

Sort Order: SSN Order

Transaction Preference?: Highest

Batch ID:

Print FAA Comments? ☑

Print SAR Comments? ☑

Different Current/Original SSN? ☐

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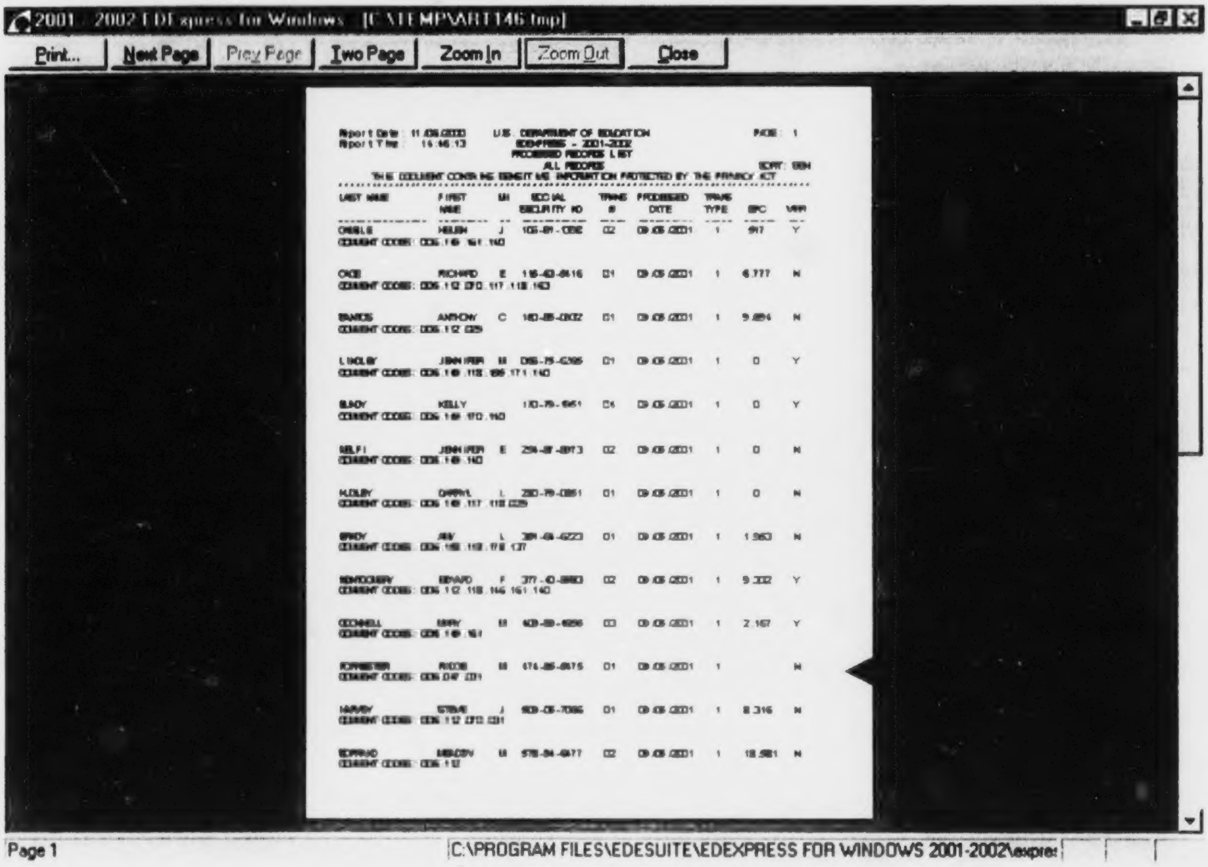
Identifying Rejected Records: Instructor Demonstration (continued)

Step	Action
5	Select **#E209999920010905063405**.
6	Click **OK**.
7	Click **OK** again to run the report. The report shown below displays. Rejected records do not have an EFC. Ridge Forrester's record is the only one in the selected batch that was rejected.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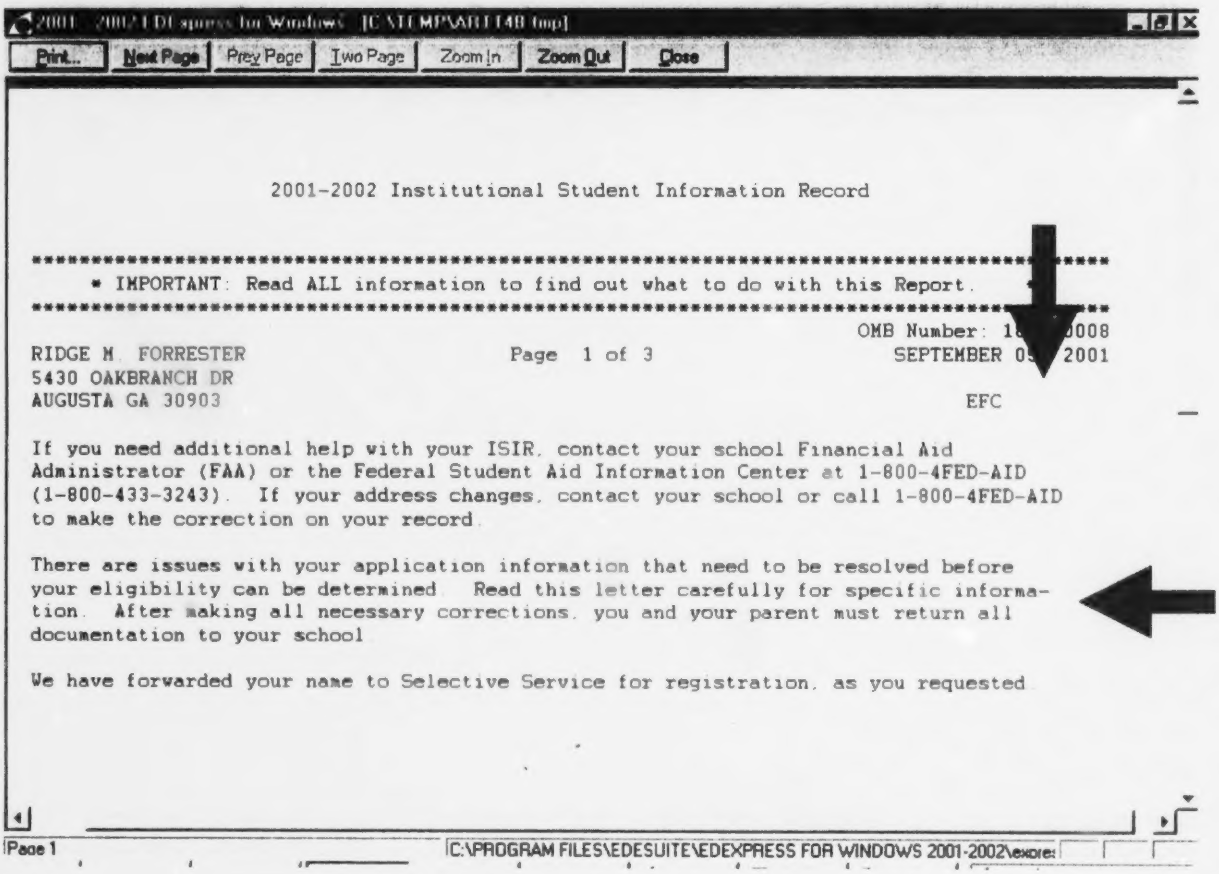
Identifying Rejected Records: Instructor Demonstration (continued)

Step	Action
8	Click **Close** to exit.
9	Now learn more about the reasons why Ridge Forrester's record was rejected by printing his full ISIR record. From the menu bar, click the **Print** icon.
10	Click the **down arrow** in the report field, and select **ISIR**.
11	Click **Screen** for the output destination.
12	Click the **ellipsis button** next to the Trankey field. The records on the ISIR database display in Trankey order.
13	Click **Ridge Forrester's record** (Trankey = 474955475FO01)
14	Click **OK**.
15	Mark the **SAR Comments?** Box.
16	Click **OK** to run the report. The first page of the ISIR displays. (Note that the three pages of the ISIR are shown on the following pages.)
17	Click **Zoom In** to enlarge the report. Notice two things about the first page that indicate that Ridge Forrester's record is rejected: • No EFC is printed in the upper right corner of the report. • The comment indicates that information must be resolved before the student's eligibility can be determined.
18	Click **Next Page**. Notice the following on this page of the ISIR. • An assumption was made about the Parent's Number in College in 2001-2002 ("*") • The Parent State of Legal Residence is highlighted. ("h")
19	Click **Next Page.** Notice where the Reject Reason codes are listed. Ridge Forrester's record was rejected for reason 10, which means that his Parent's Marital Status and Number of Family Members are both missing. Click **Prev Page** to confirm that both of those items are missing.
20	Click **Close**.


Print...
Next Page
Prev Page
Two Page
Zoom In
Zoom Out
Close
Page 1
C:\PROGRAM FILES\EDESUITE\EDEXPRESS FOR WINDOWS 2001-2002\expre:

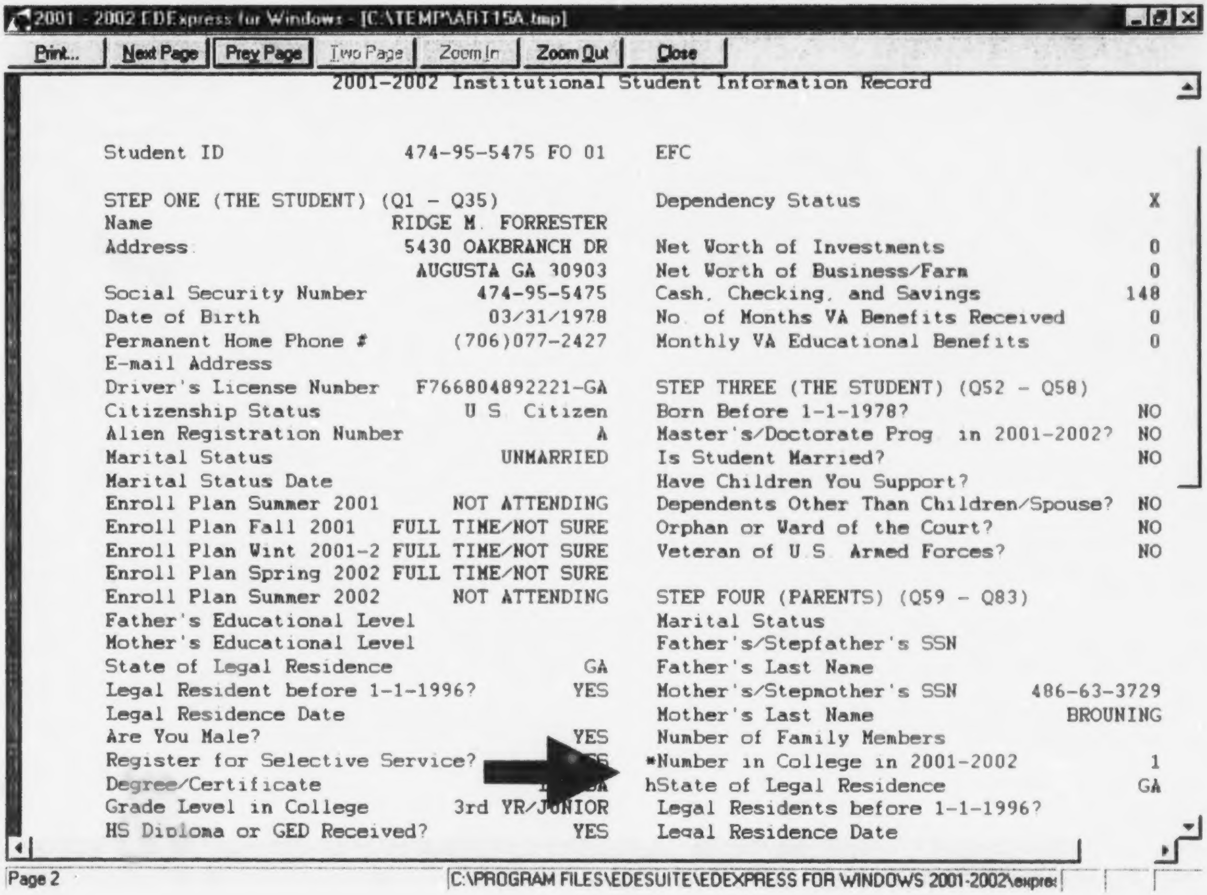
```
                  2001-2002 Institutional Student Information Record

**************************************************************************************
     * IMPORTANT: Read ALL information to find out what to do with this Report.
**************************************************************************************
                                                                 OMB Number: 1    0008
RIDGE M. FORRESTER                         Page  1 of 3            SEPTEMBER 0    2001
5430 OAKBRANCH DR
AUGUSTA GA 30903                                                         EFC

If you need additional help with your ISIR, contact your school Financial Aid
Administrator (FAA) or the Federal Student Aid Information Center at 1-800-4FED-AID
(1-800-433-3243). If your address changes, contact your school or call 1-800-4FED-AID
to make the correction on your record.

There are issues with your application information that need to be resolved before
your eligibility can be determined. Read this letter carefully for specific informa-
tion. After making all necessary corrections, you and your parent must return all
documentation to your school.

We have forwarded your name to Selective Service for registration, as you requested.
```


2001 - 2002 EDExpress for Windows - [C:\TEMP\ART15A.tmp]
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Two Page
Zoom In
Zoom Out
Close
Page 2
C:\PROGRAM FILES\EDESUITE\EDEXPRESS FOR WINDOWS 2001-2002\expre:

```
                    2001-2002 Institutional Student Information Record


Student ID                   474-95-5475 FO 01    EFC

STEP ONE (THE STUDENT) (Q1 - Q35)                 Dependency Status                          X
Name                        RIDGE M. FORRESTER
Address                      5430 OAKBRANCH DR    Net Worth of Investments                   0
                              AUGUSTA GA 30903    Net Worth of Business/Farm                 0
Social Security Number             474-95-5475    Cash, Checking, and Savings              148
Date of Birth                       03/31/1978    No. of Months VA Benefits Received         0
Permanent Home Phone #           (706)077-2427    Monthly VA Educational Benefits            0
E-mail Address
Driver's License Number       F766804892221-GA    STEP THREE (THE STUDENT) (Q52 - Q58)
Citizenship Status                U S  Citizen    Born Before 1-1-1978?                     NO
Alien Registration Number                    A    Master's/Doctorate Prog  in 2001-2002?    NO
Marital Status                       UNMARRIED    Is Student Married?                       NO
Marital Status Date                               Have Children You Support?
Enroll Plan Summer 2001          NOT ATTENDING    Dependents Other Than Children/Spouse?    NO
Enroll Plan Fall 2001      FULL TIME/NOT SURE     Orphan or Ward of the Court?              NO
Enroll Plan Wint 2001-2    FULL TIME/NOT SURE     Veteran of U S  Armed Forces?             NO
Enroll Plan Spring 2002    FULL TIME/NOT SURE
Enroll Plan Summer 2002          NOT ATTENDING    STEP FOUR (PARENTS) (Q59 - Q83)
Father's Educational Level                        Marital Status
Mother's Educational Level                        Father's/Stepfather's SSN
State of Legal Residence                    GA    Father's Last Name
Legal Resident before 1-1-1996?            YES    Mother's/Stepmother's SSN        486-63-3729
Legal Residence Date                              Mother's Last Name                  BROUNING
Are You Male?                              YES    Number of Family Members
Register for Selective Service?     [illegible]  *Number in College in 2001-2002             1
Degree/Certificate                  [illegible]  hState of Legal Residence                   GA
Grade Level in College         3rd YR/JUNIOR      Legal Residents before 1-1-1996?
HS Diploma or GED Received?                YES    Legal Residence Date
```

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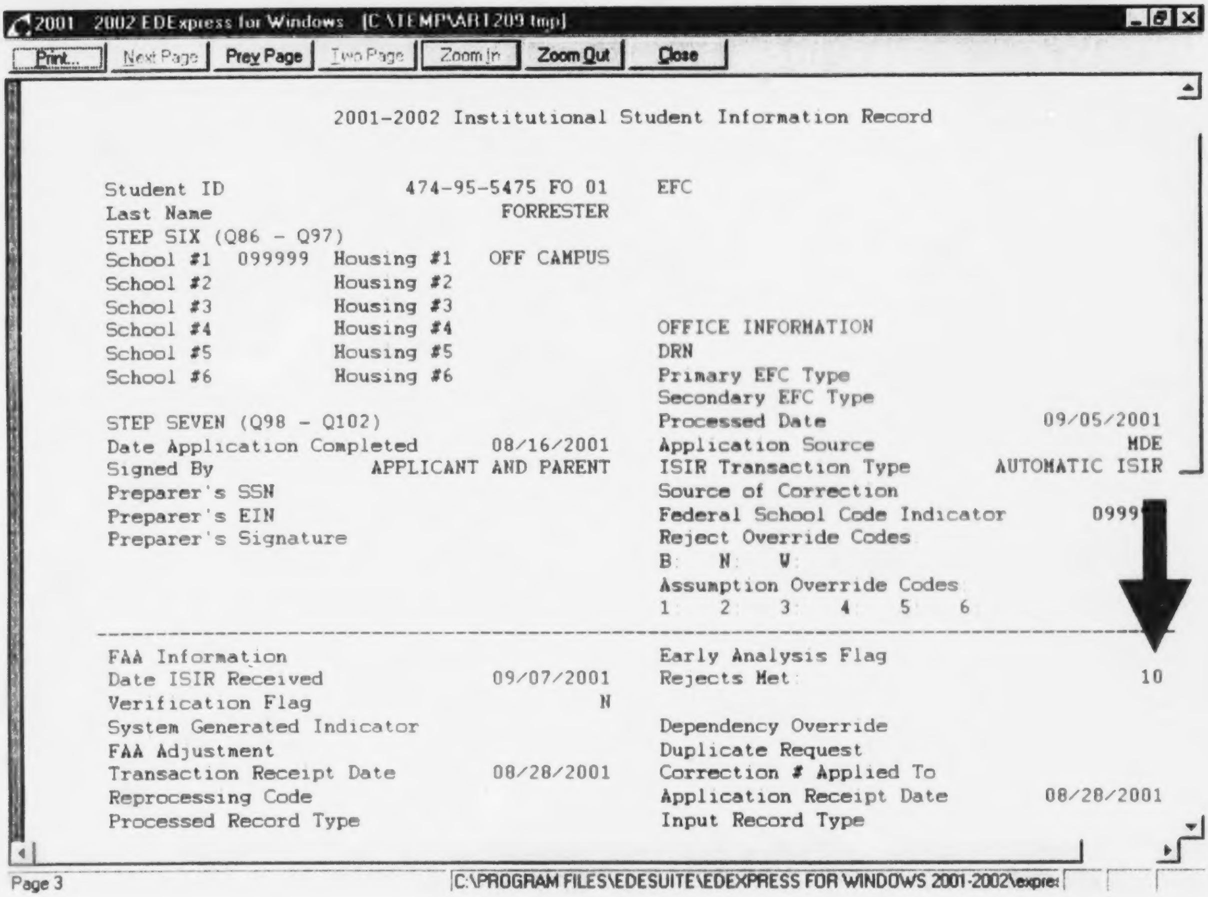
2001 2002 EDExpress for Windows [C:\TEMP\AR1209.tmp]
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Page 3
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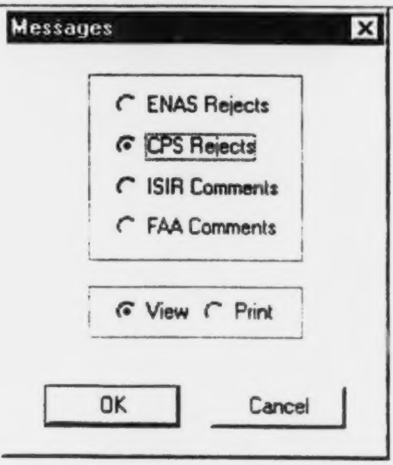
```
              2001-2002 Institutional Student Information Record


Student ID                474-95-5475 FO 01    EFC
Last Name                         FORRESTER
STEP SIX (Q86 - Q97)
School #1  099999   Housing #1   OFF CAMPUS
School #2           Housing #2
School #3           Housing #3
School #4           Housing #4                 OFFICE INFORMATION
School #5           Housing #5                 DRN
School #6           Housing #6                 Primary EFC Type
                                               Secondary EFC Type
STEP SEVEN (Q98 - Q102)                        Processed Date                09/05/2001
Date Application Completed       08/16/2001    Application Source                   MDE
Signed By              APPLICANT AND PARENT    ISIR Transaction Type      AUTOMATIC ISIR
Preparer's SSN                                 Source of Correction
Preparer's EIN                                 Federal School Code Indicator      0999
Preparer's Signature                           Reject Override Codes
                                               B:   N:   W:
                                               Assumption Override Codes
                                               1:   2:   3:   4:   5:   6:
------------------------------------------------------------------------------------------
FAA Information                                Early Analysis Flag
Date ISIR Received               09/07/2001    Rejects Met:                           10
Verification Flag                         N
System Generated Indicator                     Dependency Override
FAA Adjustment                                 Duplicate Request
Transaction Receipt Date         08/28/2001    Correction # Applied To
Reprocessing Code                              Application Receipt Date      08/28/2001
Processed Record Type                          Input Record Type
```

Viewing Messages: Instructor Demonstration

Opening the individual student record and viewing the messages is another way of learning about what needs to be resolved.

Step	Action
1	Click the **Open** icon on the menu bar.
2	Click **ISIR** to list the records on your ISIR database.
3	Click **Ridge Forrester's record** (SSN = 474-95-5475).
4	Click **OK.** Ridge Forrester's SSN displays.
5	Click **OK**. Ridge Forrester's demographic record displays.
6	Click the **SAR/ISIR** tab. The ISIR record displays.
7	Select **View/Messages** from the menu bar. A Messages dialog box displays. Four options are provided: • ENAS Rejects displays any edit failures caused by data you have entered. • CPS Rejects displays the reason(s) the record was rejected by the CPS and the data fields to review and correct. • SAR Comments displays all comment text relevant to the record. • FAA Comments displays only those comments targeted to you in the financial aid office.
8	Mark **CPS Rejects** and click **OK**. A report displays with an explanation of the reject reason. Click **Close** to return to the ISIR record, and the **Close** icon to exit the record.



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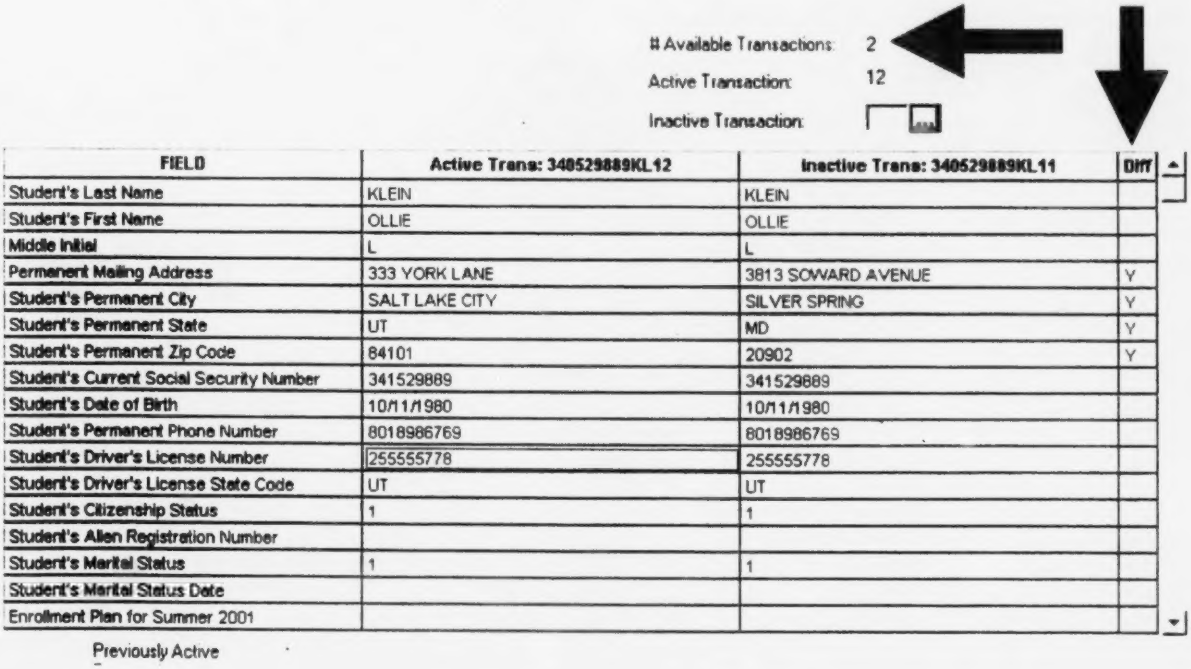
Using the ISIR Review Tab: Instructor Demonstration

The ISIR Review tab is another way to review a student's information. Use the ISIR Review tab to compare the student's active ISIR transaction with any other transaction. Remember: The active transaction is the transaction that will import into other modules of EDExpress. You can make the current transaction the Active Transaction by selecting **Process/Activate Transaction** with the SAR/ISIR tab open.

Step	Action
1	Click the **Open** icon.
2	Type **340-52-9889**, the SSN for Ollie Klein. Click **OK.**
3	The demographic record displays. Click the **ISIR Rvw tab**. The student's active ISIR transaction displays, along with the previous transaction in the second column. The number of ISIRs on the database displays at the top of the screen. In this example, two transactions exist. If other transactions exist, you would click the ellipsis button next to Inactive Transaction, then make a selection. Note that differences between the Active and the Inactive transaction are noted in the column titled Diff.
4	Click the **Close** icon.



Available Transactions: 2
Active Transaction: 12
Inactive Transaction:

FIELD	Active Trans: 340529889KL12	Inactive Trans: 340529889KL11	Diff
Student's Last Name	KLEIN	KLEIN	
Student's First Name	OLLIE	OLLIE	
Middle Initial	L	L	
Permanent Mailing Address	333 YORK LANE	3813 SOWARD AVENUE	Y
Student's Permanent City	SALT LAKE CITY	SILVER SPRING	Y
Student's Permanent State	UT	MD	Y
Student's Permanent Zip Code	84101	20902	Y
Student's Current Social Security Number	341529889	341529889	
Student's Date of Birth	10/11/1980	10/11/1980	
Student's Permanent Phone Number	8018986769	8018986769	
Student's Driver's License Number	255555778	255555778	
Student's Driver's License State Code	UT	UT	
Student's Citizenship Status	1	1	
Student's Alien Registration Number			
Student's Marital Status	1	1	
Student's Marital Status Date			
Enrollment Plan for Summer 2001			

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Lesson 4 Exercise: #1

Scenario

Earlier today you imported a batch of ISIRs. Now you need to identify if any of the imported records were rejected.

Instructions

Identify who got rejected in the batch that you imported during Lesson 3. Then find out why the records were rejected by either printing ISIRs or by viewing the messages associated with each imported record.

Hint: The Batch ID of the batch that you imported in Lesson 3 is **#E20999920010901074738.**

Review

1. How many ISIR records were rejected?

   ____

2. What are the names and the Social Security numbers of the students whose records were rejected?

   ____

   ____

   ____

3. Why were the records rejected?

   ____

4. What fields on each record need to be verified or corrected before the CPS will calculate an EFC?

   ____

5. Had any of the rejected records ever been corrected? If yes, how can you tell?

   ____

Lesson 4 Exercise: #2

Instructions

Review Samantha Stephen's record (she's one of the two students) to determine what follow-up, if any, is required.

Review

1. Is the student selected for verification? If so, how can you tell?

   ____

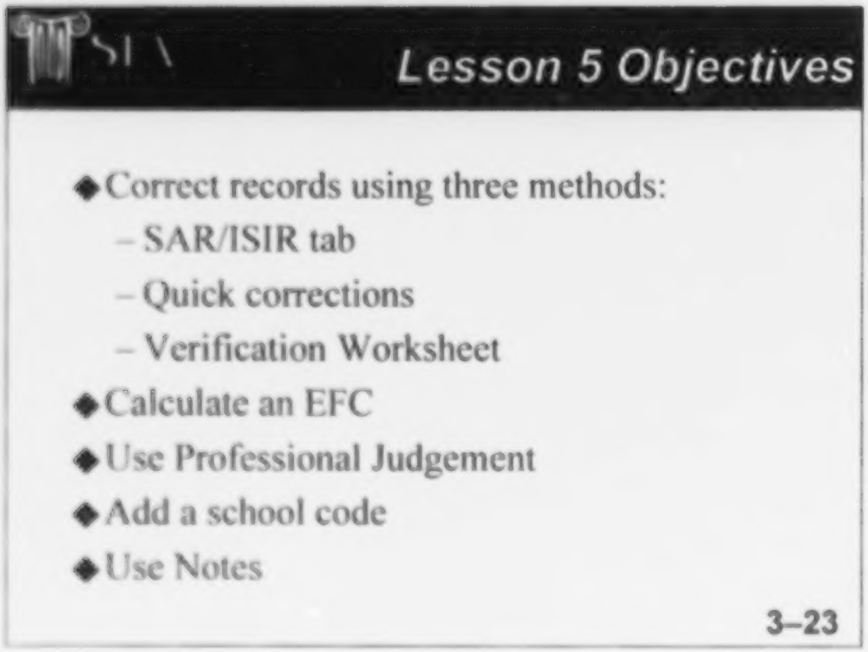
2. Has the student's record ever been corrected in the past? If so, how can you tell?

   ____

3. What is the record's Transaction Type?

   ____

Lesson 5: Making Corrections



Lesson 5 Objectives

- Correct records using three methods:
  - SAR/ISIR tab
  - Quick corrections
  - Verification Worksheet
- Calculate an EFC
- Use Professional Judgement
- Add a school code
- Use Notes

3–23

Key Terms

Assumption Override

EDExpress gives you the ability to override, or suppress, the assumption edits used at the CPS. Assumption edits occur when the student applicant supplies incomplete or implausible data and the CPS has enough information to make an assumption about what the student should have reported. Assumption overrides can be entered on initial and correction records.

Dependency Override

A dependency override is when, in an unusual circumstance, a student who does not meet any of the dependency criteria may still be considered to be independent based on your professional judgement. To make a dependency override, you set a flag in EDExpress on either the initial application or on a correction.

DRN

The data release number (DRN) is a four-digit number assigned to all Title IV Federal student aid applicants that appears only on the SAR and on the ISIR for the school that created the Electronic Application for the student. Electronic corrections to student records cannot be made if your institution has not been designated on the student's transaction. However, you can add your institution code through the Quick Correction function. You will need the student's DRN and your institution code.

EFC Adjustment

EDExpress gives you the ability, on a case-by-case basis, to either increase or decrease one or more of the data elements used to calculate the EFC. The reason must be documented in the student's file. Entering a "1" in the FAA Adjustment field in EDExpress indicates that you used professional judgement.

Reject Override

EDExpress gives you the ability to override, or suppress, the reject edits used at the CPS. Reject overrides can be entered on initial application and correction records.

Status Code

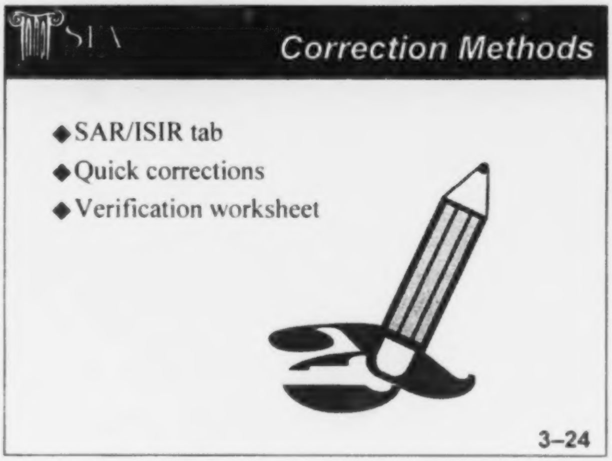
EDExpress assigns a Status Code to each entered record. Status Codes help keep track of which steps in the process have been completed. The Status Codes are:

N = Not Ready to Send

R = Ready to Send

B = Batched

I = Incomplete

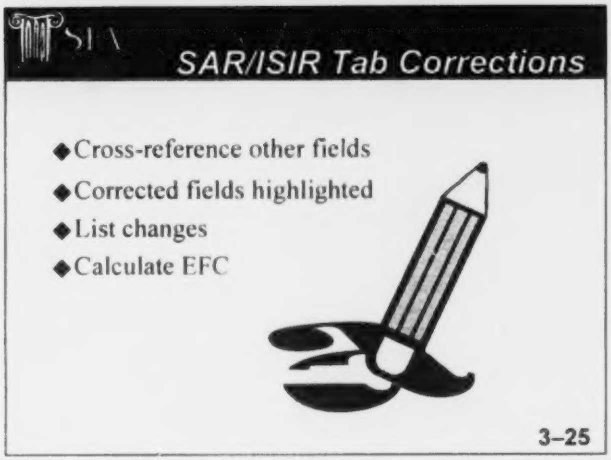


Correction Methods

- SAR/ISIR tab
- Quick corrections
- Verification worksheet

Correction Methods

EDExpress provides three methods for correcting application data. You can open an existing record and use the SAR/ISIR tab to make corrections, you can use the Quick Correction feature, or you can make corrections using the Verification Worksheet tab.



SFA

SAR/ISIR Tab Corrections

- ◆Cross-reference other fields
- ◆Corrected fields highlighted
- ◆List changes
- ◆Calculate EFC

3–25

Correct Records using the SAR/ISIR Tab

To correct records using the SAR/ISIR tab, open a student's record, click on the SAR/ISIR tab, and make corrections by replacing the existing data with the correct data. To verify that the current data is correct, place your cursor in the field and select **Process/Verify** from the menu bar.

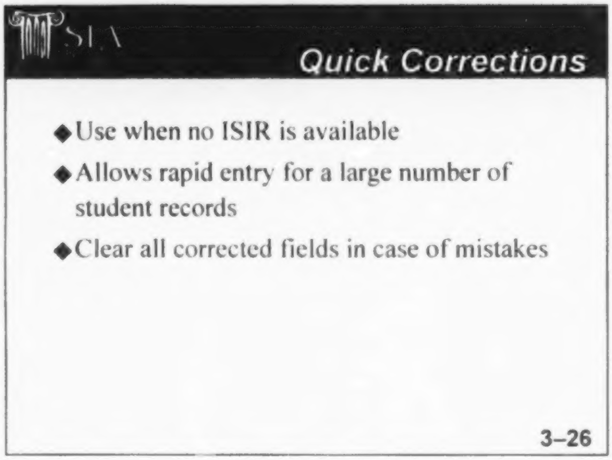
What are the advantages of using this correction method?

- All of the student's information is displayed on three pages. You can use this information to see how your correction relates to the rest of the student's record. Also, when the record is saved the corrected values are edited to make sure that they are consistent with other values on the ISIR, reducing the possibility that the correction record will be rejected at the CPS.

  You can also easily display other ISIR transactions for the student by using the previous and next buttons on the toolbar:

  |◄|►|

- Each correction you make is highlighted in blue on the screen, making it easier to keep track of what data fields have changed.
- You can view or print a list of all corrections you have made by selecting **Process/List Changes** from the menu bar.
- Once you make and save corrections, you can calculate an estimated EFC for the student.



Quick Corrections

- Use when no ISIR is available
- Allows rapid entry for a large number of student records
- Clear all corrected fields in case of mistakes

3–26

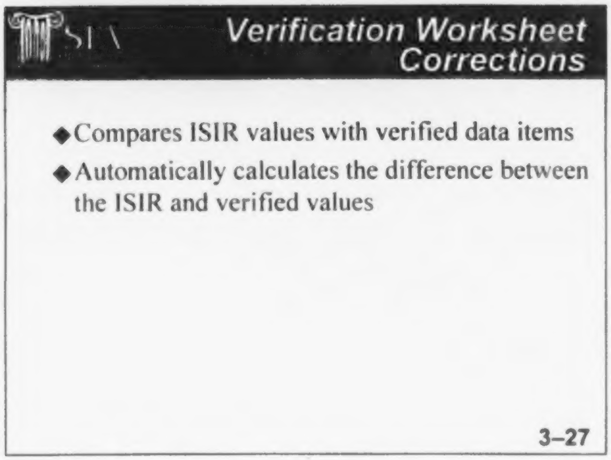
Correct Records using Quick Corrections

Use Quick Correction when any of the following conditions apply:

- You don't have an ISIR for the student on your database and you need to add your school code to the record to receive an ISIR.
- You have many records to correct at one time. You don't have to navigate from page to page to locate the field or fields to correct like you do when you use the SAR/ISIR tab method.
- You may clear a corrected field, if you have made a mistake.

To make a quick correction, select **Process/Quick Correction** from the menu bar.

Enter the SSN, Name ID and Transaction Number (Trankey), then enter the correct value in the value column for the fields you want to correct.



SFA

Verification Worksheet Corrections

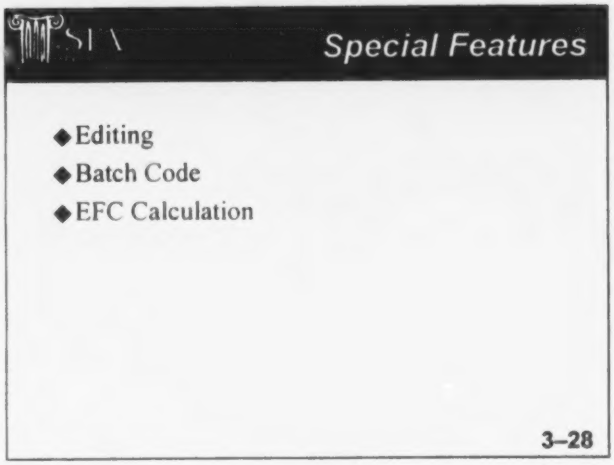
- Compares ISIR values with verified data items
- Automatically calculates the difference between the ISIR and verified values

3–27

Correct Records using Verification Worksheet

The Verification Worksheet feature is ideal for comparing and correcting ISIRs selected for verification by the CPS. Unlike Quick Corrections, you must have the student's ISIR on your database to use this feature.

Access the Verification Worksheet by clicking the **Ver. Wks** tab. After entering the student's Trankey, the values from the ISIR for the fields that are required for verification display in the ISIR columns on the worksheet. Enter the correct financial information from the student's tax return form or verification worksheet in the column labeled Tax/Wrksht. EDExpress will automatically compute the difference between the ISIR's information and the data entered. You have the option to have EDExpress automatically create a correction record using the entered documented values.



Special Features

- Editing
- Batch Code
- EFC Calculation

3–28

Editing

Once you have made corrections using either the SAR/ISIR tab or Verification Worksheet method, the software edits your data to ensure completeness and consistency. This process will identify any discrepancy between data fields, thereby preventing rejects by the CPS. If your data meets the conditions of an edit, EDExpress will prompt you to make a correction before it saves your record. Note that this editing does not occur if you use the Quick Correction method.

Status Code

The Status Code is how EDExpress keeps track of correction records. Four codes are used:

N = Not Ready to Send

R = Ready to Send

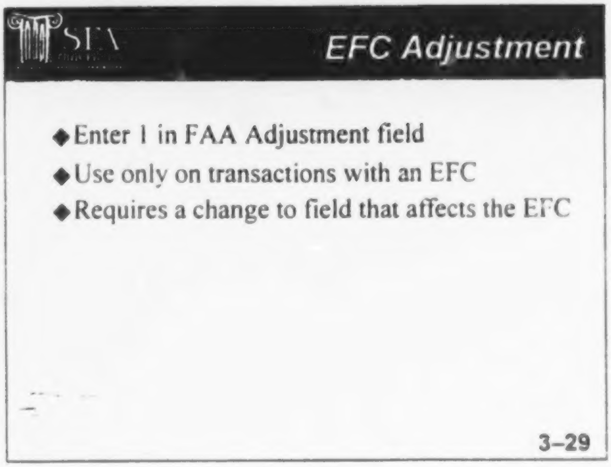
B = Batched

I = Incomplete

An entered correction first gets a status of "N", Not Ready to Send. When you save your correction, and it passes all edits, EDExpress changes the status to "R", Ready to Send. As you'll see in Lesson 6, records must have a status of "R" to be exported to the CPS. Once records are exported, the status changes to "B," Batched. Note: An "I" status, Incomplete, is applied to application records selected to be saved without performing edits.

EFC Calculation

You can calculate an estimated EFC based on the correction data you have entered before the data is sent to CPS. This EFC is for information only; it may not be used for payment of Title IV funds. With the record open, select **Process/EFC Calculation**. Note that an EFC calculation is not an option if you use the Quick Correction method.



EFC Adjustment

- ◆Enter 1 in FAA Adjustment field
- ◆Use only on transactions with an EFC
- ◆Requires a change to field that affects the EFC

3-29

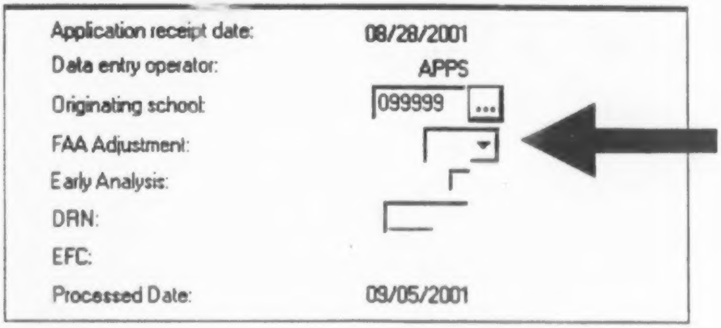
EFC Adjustment

You may use professional judgment on a case-by-case basis to either increase or decrease one or more of the data elements used to calculate the EFC. The reason must be documented in the student's file, and it must relate to that student's special circumstances that differentiate the individual student (not to conditions that exist for a whole class of students).

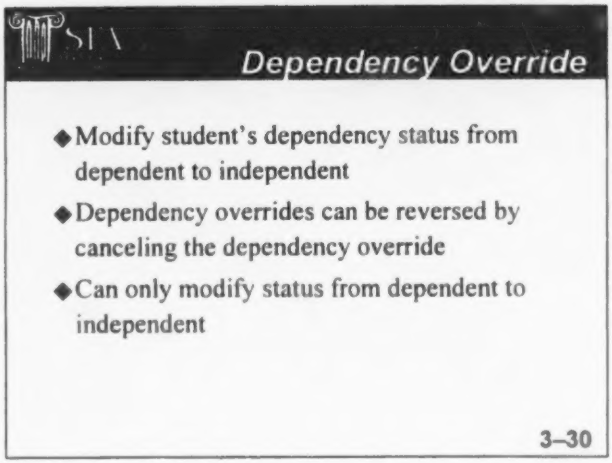
To make an EFC adjustment, enter 1 in the FAA Adjustment field on page 3 of the SAR/ISIR tab.

The following three rules apply to EFC adjustments:

- It must be applied to an ISIR transaction that has an EFC;
- You must make at least one correction to a field that is used in the calculation of the EFC on the same transaction;
- You cannot make an EFC adjustment on an initial application.



Application receipt date: 08/28/2001
Data entry operator: APPS
Originating school: 099999
FAA Adjustment:
Early Analysis:
DRN:
EFC:
Processed Date: 09/05/2001



Dependency Override

- Modify student's dependency status from dependent to independent
- Dependency overrides can be reversed by canceling the dependency override
- Can only modify status from dependent to independent

3–30

Dependency Override

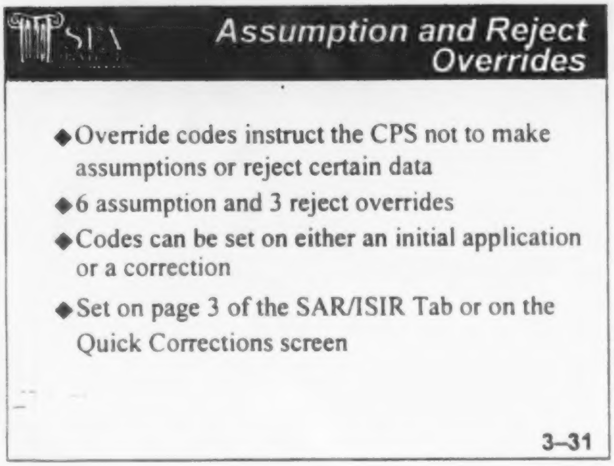
In unusual circumstances, a student who does not meet any of the dependency criteria may still be considered to be independent on the basis of the financial aid administrator's professional judgment. You, as the aid administrator, must make this decision on an individual (case-by-case) basis and must document the reason(s) for the decision. To allow the dependent student's application to be processed without the parents' information, you need to perform a dependency override.

To perform a dependency override in EDExpress, go to page 2 of the SAR/ISIR tab and enter 1 as the value in the dependency override field.

You may also use EDExpress to cancel a dependency override that another school performed. To cancel an override, change the value in the dependency override field to 2.

A few things to note about dependency overrides:

- You can only override the status from dependent to independent.
- Dependency overrides can be performed on an initial electronic application or on an electronic correction. However, you can only cancel dependency overrides on a correction.
- You can submit a dependency override and an EFC adjustment on the same correction record.



Assumption and Reject Overrides

- Override codes instruct the CPS not to make assumptions or reject certain data
- 6 assumption and 3 reject overrides
- Codes can be set on either an initial application or a correction
- Set on page 3 of the SAR/ISIR Tab or on the Quick Corrections screen

3–31

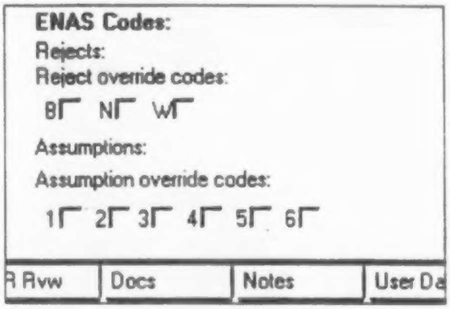
Assumption and Reject Overrides

EDExpress gives you the ability to override certain assumption and reject edits in the CPS if, in your judgement, the student's data is accurate.

Assumption edits occur when the student applicant supplies incomplete or implausible data and the CPS has enough information to make an assumption about what the student should have reported. The assumed value is used in calculating the student's EFC. The table on the following page lists the six assumption edits that can be overridden.

Three reject conditions can also be overridden. These rejects are described in the table on the following page.

Assumption and reject overrides are located on the lower right hand side of page 3 of the SAR/ISIR tab. The software edits will detect any data that can potentially create an assumption or reject at the CPS at the time you save the record. A warning dialog box will display a warning message asking you to set the corresponding assumption or reject override before saving the record. If the override is not selected, the software will not mark the record with an R status (ready for transmission). You have to correct data or set the flag before the record will be marked with an R status. If you save the record without setting any of the overrides, EDExpress will add the particular assumption or reject code to page three under the ENAS Codes section.



ENAS Codes:
Rejects:
Reject override codes:
B☐ N☐ W☐
Assumptions:
Assumption override codes:
1☐ 2☐ 3☐ 4☐ 5☐ 6☐

Assumption Overrides

Override	Condition
1	If the parents' reported number in college is greater than 6, the CPS assumes the number in college is 1 when calculating the student's EFC.
2	If the parents' reported Adjusted Gross Income (AGI) is blank or zero, the parents' tax return status is completed, estimated, or blank; and either the father or the mother reported earned income of greater than zero, the CPS assumes an AGI equal to the sum of the earned income portions when calculating the student's EFC.
3	If the independent student's reported number of family members equals the reported number attending college and both are greater than 2, the CPS assumes the student's number in college equals 1 when calculating the EFC.
4	If the student's reported Adjusted Gross Income (AGI) is blank or zero; the student's tax return status is completed, estimated or blank; and the student reported having earned income, the CPS assumes the student's AGI equals the sum of the student's and spouse's earned income when calculating EFC.
5	If the parent's total amount from Worksheet C is too high for the other income amounts reported, the CPS assumes zero for the amount from Worksheet C.
6	If the student's total amount from Worksheet C is too high for the other income amounts reported, the CPS assumes zero for the amount from Worksheet C.

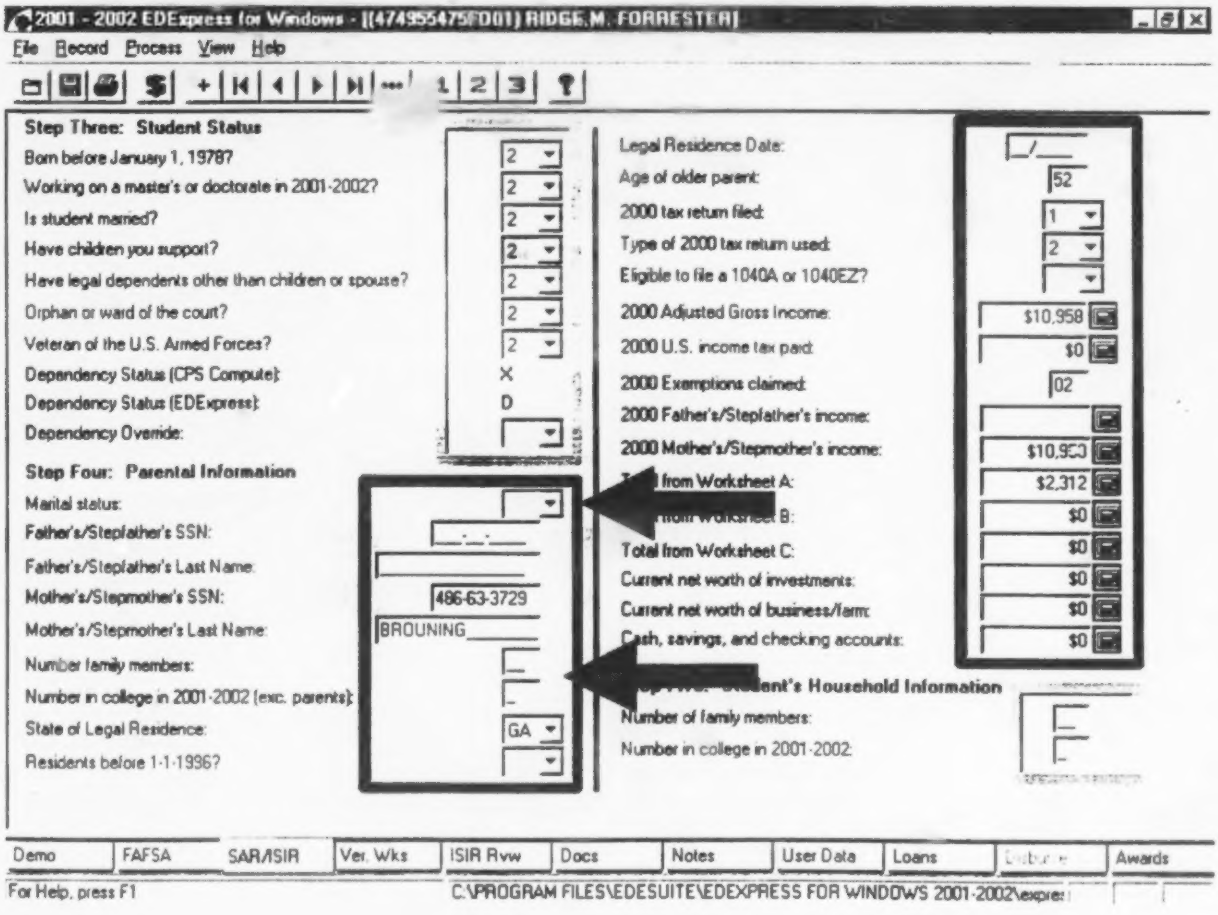
Reject Overrides

Override	Condition
B	If the student reports that he or she was born on or after September 1, 1983 and is not a ward of the court or an orphan, the CPS rejects the applicant record for reason B (unusually young independent student).
N	If the student reports only one name, the CPS rejects the applicant record for reason N (first or last name blank).
W	If the independent student (or parent, if dependent) reports a very large number of family members, the CPS rejects the applicant record for reason W (unusually large family).

Correct Records using the SAR/ISIR Tab: Instructor Demonstration

In this demonstration, we correct Ridge Forrester's record using the SAR/ISIR tab. Remember from Lesson 4 that his ISIR is rejected for reason 10. Three fields need updating: Parent's Marital Status, Number of Family Members, and Number in College.

Step	Action
1	Click the **Open icon** on the menu bar.
2	Enter Ridge Forrester's SSN: **474-95-5475**
3	Click **OK**. The Demo tab displays.
4	Click the **SAR/ISIR tab**. The first page of the record displays.
5	Click 2 on the toolbar to move to the second page.



Step Three: Student Status

Born before January 1, 1978? 2
Working on a master's or doctorate in 2001-2002? 2
Is student married? 2
Have children you support? 2
Have legal dependents other than children or spouse? 2
Orphan or ward of the court? 2
Veteran of the U.S. Armed Forces? 2
Dependency Status (CPS Compute): X
Dependency Status (EDExpress): D
Dependency Override:

Step Four: Parental Information

Marital status:
Father's/Stepfather's SSN:
Father's/Stepfather's Last Name:
Mother's/Stepmother's SSN: 486-63-3729
Mother's/Stepmother's Last Name: BROUNING
Number family members:
Number in college in 2001-2002 (exc. parents):
State of Legal Residence: GA
Residents before 1-1-1996?

Legal Residence Date: /
Age of older parent: 52
2000 tax return filed: 1
Type of 2000 tax return used: 2
Eligible to file a 1040A or 1040EZ?
2000 Adjusted Gross Income: $10,958
2000 U.S. income tax paid: $0
2000 Exemptions claimed: 02
2000 Father's/Stepfather's income:
2000 Mother's/Stepmother's income: $10,9[illegible]
from Worksheet A: $2,312
B: $0
Total from Worksheet C: $0
Current net worth of investments: $0
Current net worth of business/farm: $0
Cash, savings, and checking accounts: $0

ent's Household Information

Number of family members:
Number in college in 2001-2002:

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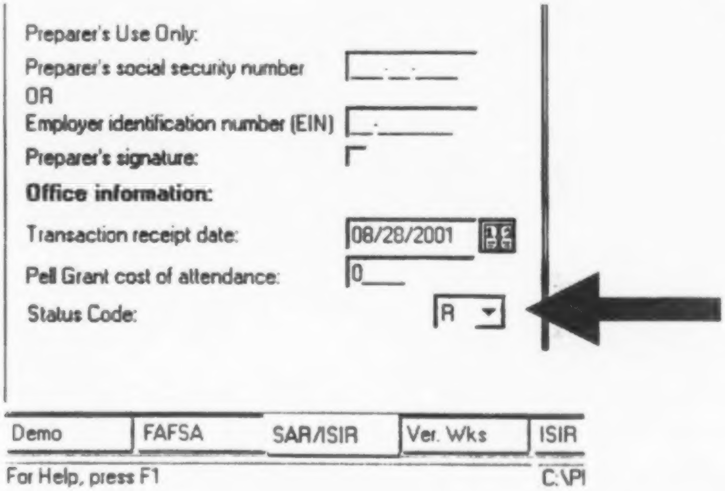
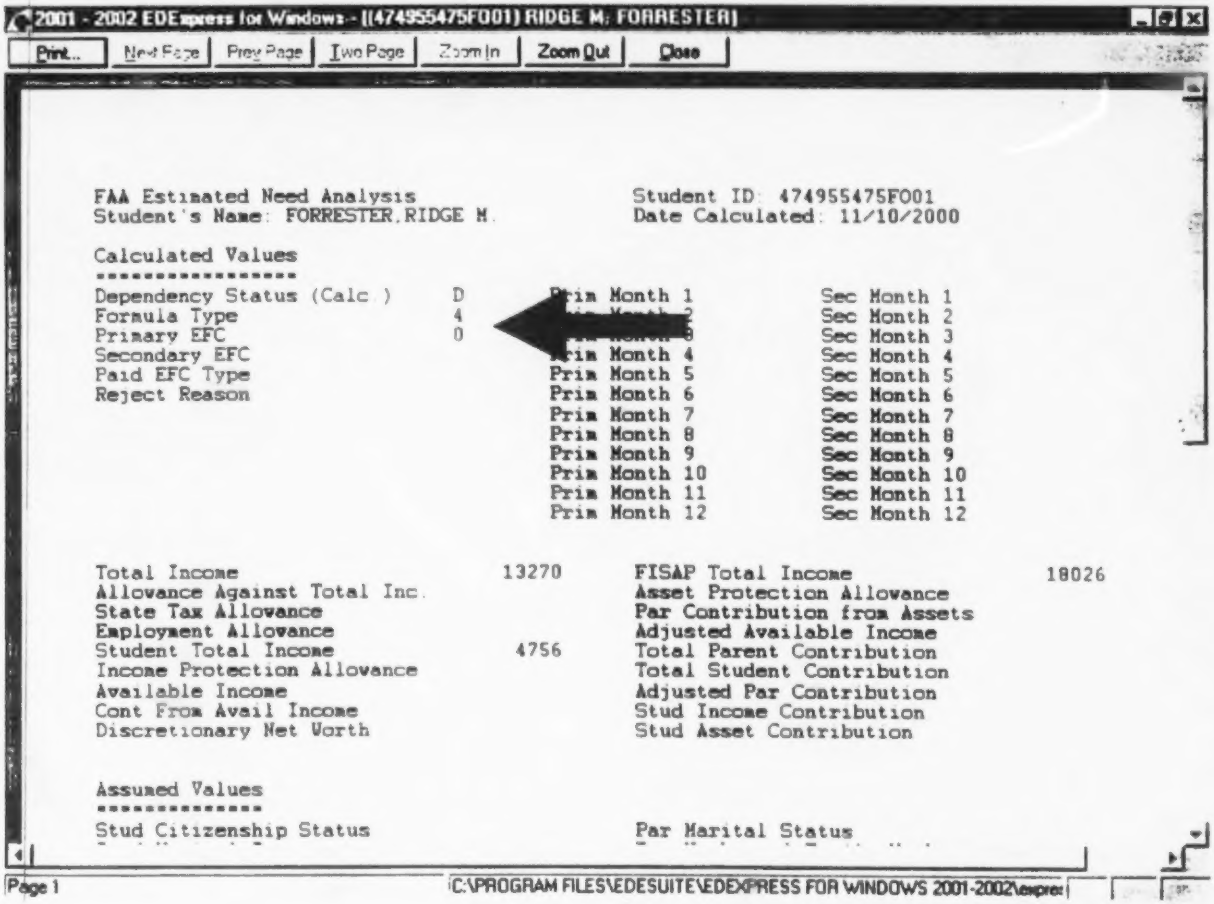
Correct Records using the SAR/ISIR Tab: Instructor Demonstration (continued)

Step	Action
6	Enter **3**, for Divorced/Separated, as the Marital Status.
7	Enter **3** as the Number of Family Members
8	Enter **1** as the Number in College in 2001-2002. Note that each correction is highlighted on the screen.
9	Click 3 on the toolbar to move to the third page. Note that the Status Code equals N, meaning that it is not ready to be exported.
10	Select **File/Save** from the menu bar.
11	Click **Yes** to mark the record as ready for transmission.
12	Click **OK**. The record has been saved. Note that the status code now equals R, meaning that it is ready to be exported.


Preparer's Use Only:
Preparer's social security number
OR
Employer identification number (EIN)
Preparer's signature: ☐
Office information:
Transaction receipt date: 08/28/2001
Pell Grant cost of attendance: 0
Status Code: R

Correct Records using the SAR/ISIR Tab: Instructor Demonstration (continued)

Step	Action
13	Click **Process/EFC Calculation** from the menu bar. A dialog box displays.
14	Click **OK.**
15	The results of the student's unofficial EFC calculation displays. Click the **Zoom In** button to magnify the report. Note the Primary EFC is in the top left corner of the report.
16	Click the **Close** button to close the report.


2001 - 2002 EDExpress for Windows - [(474955475F001) RIDGE M; FORRESTER]
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```
FAA Estimated Need Analysis                    Student ID  474955475F001
Student's Name: FORRESTER,RIDGE M.             Date Calculated: 11/10/2000

Calculated Values
=================
Dependency Status (Calc.)     D          Prim Month 1          Sec Month 1
Formula Type                  4          Prim Month 2          Sec Month 2
Primary EFC                   0          Prim Month 3          Sec Month 3
Secondary EFC                            Prim Month 4          Sec Month 4
Paid EFC Type                            Prim Month 5          Sec Month 5
Reject Reason                            Prim Month 6          Sec Month 6
                                         Prim Month 7          Sec Month 7
                                         Prim Month 8          Sec Month 8
                                         Prim Month 9          Sec Month 9
                                         Prim Month 10         Sec Month 10
                                         Prim Month 11         Sec Month 11
                                         Prim Month 12         Sec Month 12


Total Income                       13270    FISAP Total Income                  18026
Allowance Against Total Inc.                Asset Protection Allowance
State Tax Allowance                         Par Contribution from Assets
Employment Allowance                        Adjusted Available Income
Student Total Income                4756    Total Parent Contribution
Income Protection Allowance                 Total Student Contribution
Available Income                            Adjusted Par Contribution
Cont From Avail Income                      Stud Income Contribution
Discretionary Net Worth                     Stud Asset Contribution


Assumed Values
==============
Stud Citizenship Status                     Par Marital Status
```

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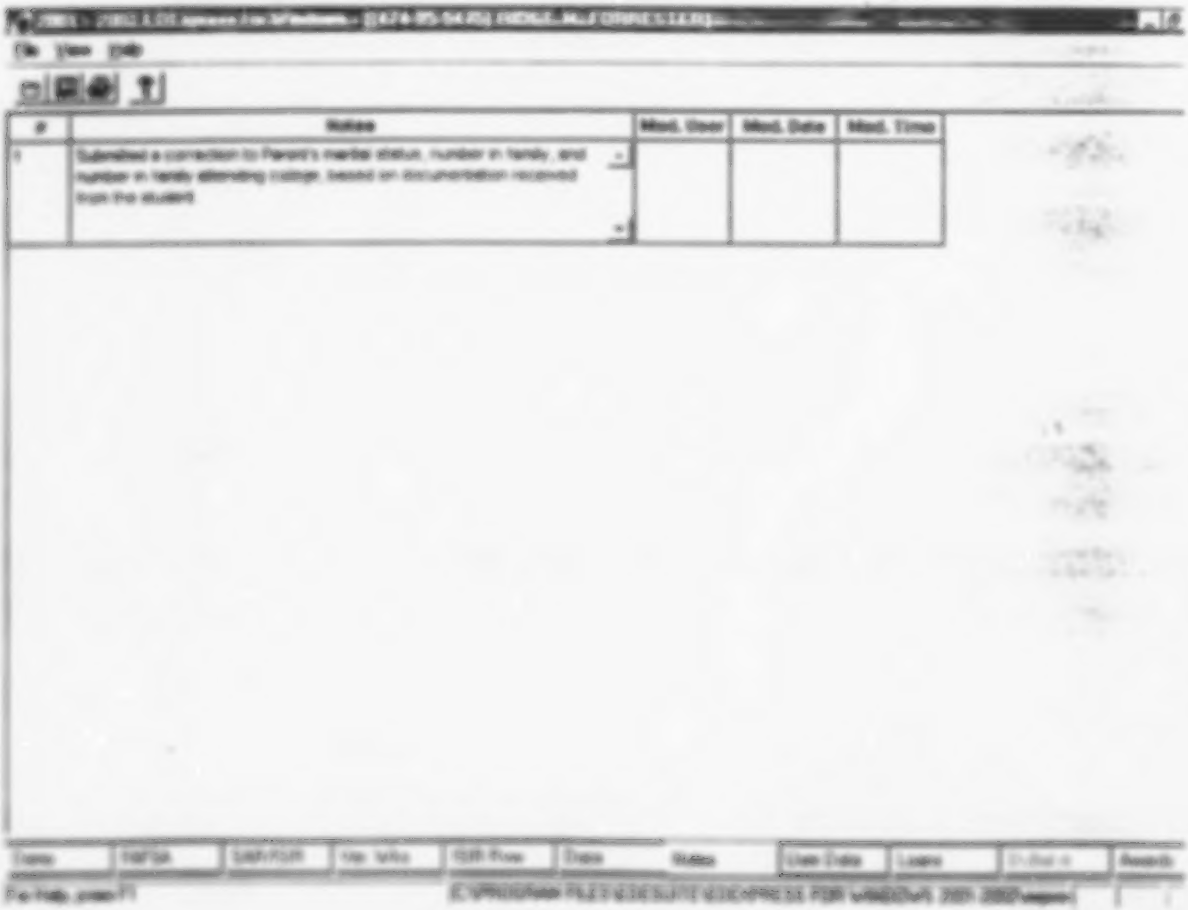
Correct Records using the SAR/ISIR Tab: Instructor Demonstration (continued)

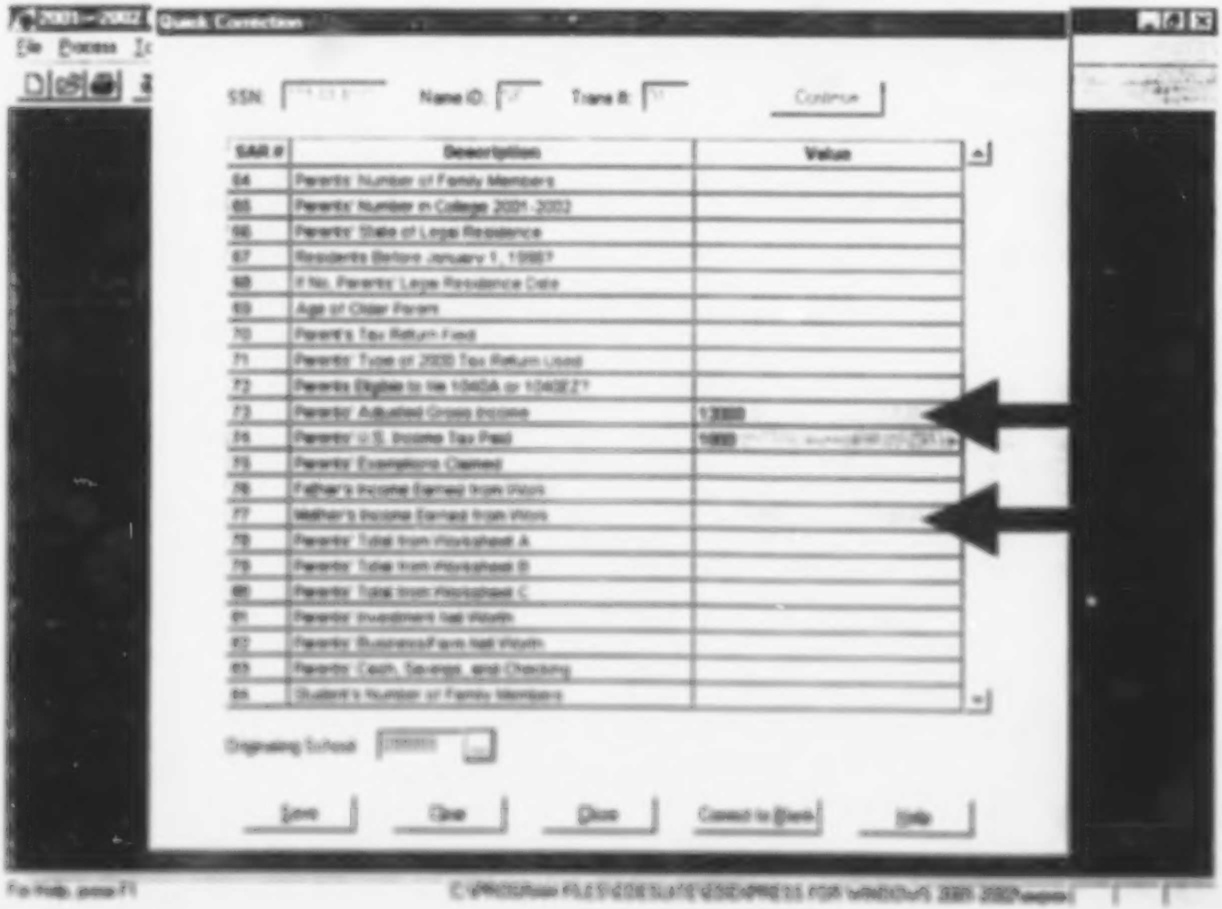
Step	Action
17	Click the **Notes** tab. A notepad displays. Use this feature to store information about the student's record.
18	Start typing your note. The software automatically tracks the user ID of the person who added the note, as well as the date and time it was added. Continue to add notes as needed by pressing the Enter key.
19	Click **File/Save** on the menu bar. Click **OK**.
20	Click the **Close icon** ▭ to close the record


File View Help
#
Notes
Mod. User
Mod. Date
Mod. Time
FAFSA
SAR/ISIR
Notes
Loans
Awards

Correct Records using Quick Corrections:
Instructor Demonstration

In this demonstration we use the Quick Correction method to make corrections to three data fields and to add your school code to a record so that you will receive the student's ISIR.

Step	Action
1	Select **Process/Quick Correction** from the menu bar.
2	Enter the student's Trankey. In this case enter: **111-11-1111 NE 01**
3	Click **Continue**.
4	Scroll down to SAR #73, Parent's Adjusted Gross Income. Enter **12000**.
5	Enter **1000** for Parent's U.S. Income Tax Paid.
6	Point at Mother's Income Earned From Work and click **Correct to Blank**.



SAR #	Description	Value
64	Parents' Number of Family Members	
65	Parents' Number in College 2001-2002	
66	Parents' State of Legal Residence	
67	Residents Before January 1, 1996?	
68	If No, Parents' Legal Residence Date	
69	Age of Older Parent	
70	Parent's Tax Return Filed	
71	Parents' Type of 2000 Tax Return Used	
72	Parents Eligible to file 1040A or 1040EZ?	
73	Parents' Adjusted Gross Income	12000
74	Parents' U.S. Income Tax Paid	1000
75	Parents' Exemptions Claimed	
76	Father's Income Earned from Work	
77	Mother's Income Earned from Work	
78	Parents' Total from Worksheet A	
79	Parents' Total from Worksheet B	
80	Parents' Total from Worksheet C	
81	Parents' Investment Net Worth	
82	Parents' Business/Farm Net Worth	
83	Parents' Cash, Savings, and Checking	
84	Student's Number of Family Members	

Correct Records using Quick Corrections: Instructor Demonstration (continued)

Step	Action
7	Scroll down to SAR #86, Federal School Code 1. Enter **099999** as your school code. Note: • You can add your school code to any of the six Federal School Code fields. (If you are working from a paper SAR, we recommend adding your school code to a blank field.) • You can add another school's code. • The code you enter does not have to match the originating school code that is displayed at the bottom of the screen.
8	Scroll down to SAR #112, DRN. Enter **0999.** The data release number is a four-digit number assigned to all Title IV Federal student aid applicants that appears only on the paper SAR. It is unique to the student applicant. You must provide the student's DRN when adding your school code.
9	Click **Save**.
10	Click **OK**. The Quick Corrections screen redisplays, letting you create additional correction records.
11	Click **Close**.

Correct Records using Verification Worksheet: Instructor Demonstration

In this demonstration we use the Verification Worksheet method to create a correction record for a student who was selected for verification.

Step	Action
1	Press the **Ctrl** and **O** keys at the same time. The Open dialog box displays.
2	Enter the student's SSN. In this case enter: **106-81-1398**
3	Click **OK**. The demographic tab displays.
4	Click the **Ver. Wks** tab.
5	Click the **ellipsis button** … on the toolbar to retrieve the appropriate transaction. A list of all ISIR transactions displays. In this case, only one exists on the database.
6	Click **OK.** The verification worksheet displays with relevant data from the ISIR.
7	The parents submitted a tax return. Enter **18000** for Parent's AGI and **1000** for Parent's U.S. Income Tax Paid in Tax/Wrksht columns. Note that the difference between the ISIR and Tax/Wrksht values is calculated.
8	Click the **Correct button**. A correction record will be created containing all of the documented values in the Tax/Wrksht column. Note that if no differences exist between the ISIR and Tax/Wrksht columns (or if differences are within the established tolerances) it won't be necessary to create a correction record. If such was the case, you would click the Save icon to save the record.
9	Click **Yes** to confirm.
10	Click **OK**.
11	Click **OK** again. Note that the corrected values are highlighted on the Verification Worksheet.
12	Click **File/Close** from the menu bar.

Lesson 5 Exercise #1

Scenario

Earlier today you imported a batch of ISIRs and discovered rejected records that require follow-up.

Instructions

a. For one of the rejected records:

- Enter the necessary corrections using the SAR/ISIR tab method.
- Calculate an unofficial EFC for the student after you enter and save the corrections.
- Enter a Note for the student record that documents your action.

b. For the other rejected record enter the necessary corrections using the Quick Corrections method.

Review

1. What are the benefits of using the SAR/ISIR tab to make a correction?

2. What are the benefits of using the Quick Correction method?

3. Could you have made an EFC adjustment on either rejected ISIR?

Lesson 5 Exercise #2

True or False

1.______ The DRN is a four digit number that must accompany a school code correction.

2. ______ You have a greater chance of having the record rejected at the CPS if you use the Quick Correction method instead of the SAR/ISIR tab method of correcting data.

3. ______ The CPS would reject a record with only these two fields corrected:

- FAA Adjustment flag
- Student's Last Name

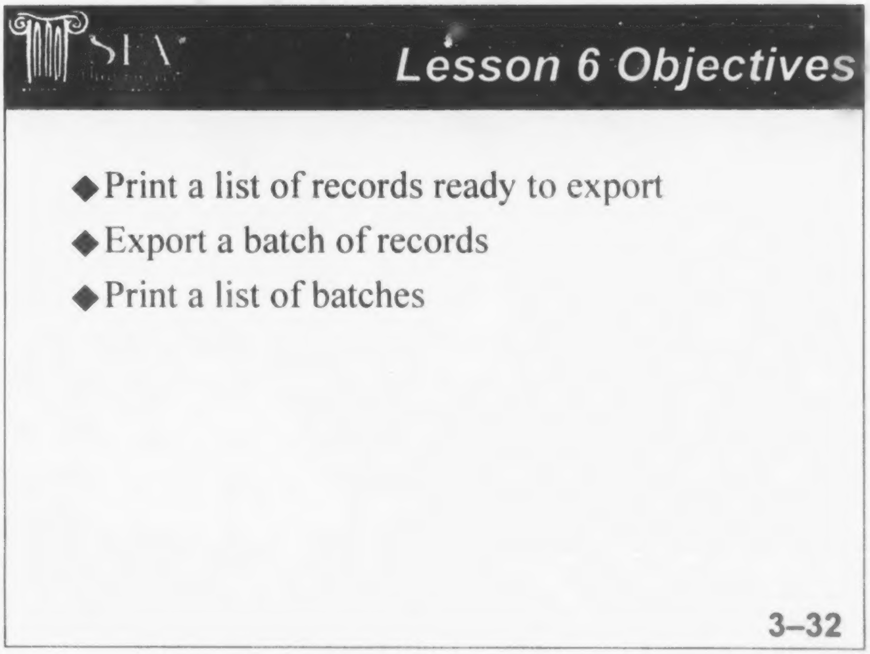
4. ______ You can override the student's dependency status from independent to dependent by entering a 1 in the dependency override field.

5. ______ You can now use the Quick Corrections method if you want to enter an assumption override.

6. ______ Once you've made and saved a correction record, you can access that record prior to batching it for transmission.

Session 3- Apps 101

Lesson 6: Exporting Data



Lesson 6 Objectives

- ◆Print a list of records ready to export
- ◆Export a batch of records
- ◆Print a list of batches

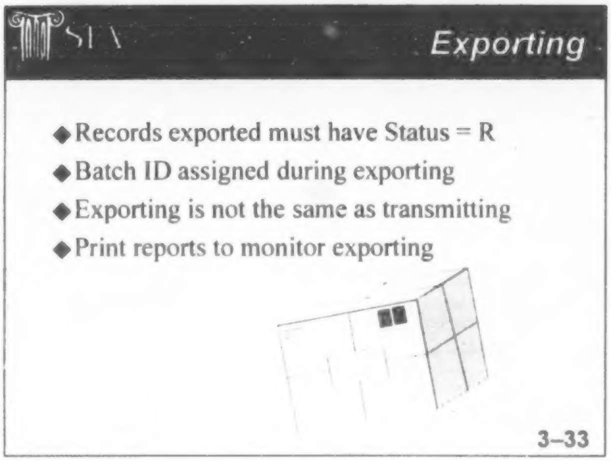
3–32

Key Terms

TG

The five-character TG number is your user ID with the SAIG. It is assigned by the SAIG to your school upon receipt of your participation agreement. It consists of the prefix numbers 5, 6, or 7, and four other numbers.

180



Exporting

- ◆ Records exported must have Status = R
- ◆ Batch ID assigned during exporting
- ◆ Exporting is not the same as transmitting
- ◆ Print reports to monitor exporting

Exporting

Exporting takes the records on your database that have an "R" (ready) status and creates a file that can be transmitted to the CPS. The status code on each exported record is changed to "B", for batched. Each exported file receives a message class (refer to Lesson 3) that identifies the type of records. Also, exporting assigns a batch ID to the file. Browse the batch activity database after exporting records to monitor what you have done.

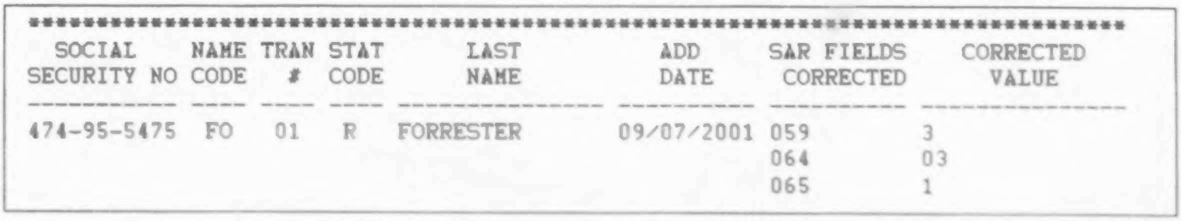
Use the reporting capabilities of EDExpress to keep track of what records you have exported. You are able to print lists of corrected records, as well as of exported batches.

Note: exporting is not the same as transmitting. After you've exported the records, you need to use EDConn32 to transmit the file to the SAIG.

Print List of Corrected Records: Instructor Demonstration

You should print a list of records ready to export before you send them to CPS. In this demonstration we show you how.

Step	Action
1	Click **File/Print** on the menu bar.
2	Click the **down arrow** in the Report text box and choose the type of list you want to print. In this case, select **List - Entered Correction Records**.
3	Click **Screen** for the output destination.
4	Click the **down arrow** in the Sort Order text box, and select **Last Name Order.**
5	Leave the batch ID field blank. (Since we haven't exported correction records yet, no batch ID has been created. This can be a useful print option after you've exported records.)
6	Click the **down arrow** in the Transaction Status text box, and select **R - Ready to Batch.**
7	Leave the Entry Date Range blank. (This can be a useful field to identify correction records that were entered on certain dates.)
8	Note that you can further specify the records to print by using a Query (Selection Criteria). In this case, we won't use a Query. Click **OK.** The report displays in Last Name order showing the correction records ready to be exported with the fields that were corrected.
9	Click **Close.**



```
*********************************************************************************
  SOCIAL    NAME TRAN STAT      LAST           ADD     SAR FIELDS    CORRECTED
SECURITY NO CODE    # CODE      NAME           DATE     CORRECTED      VALUE
----------- ---- ---- ---- ---------------  ---------- ---------- ---------------
474-95-5475  FO   01   R    FORRESTER         09/07/2001 059        3
                                                       064        03
                                                       065        1
```

Exporting Corrections: Instructor Demonstration

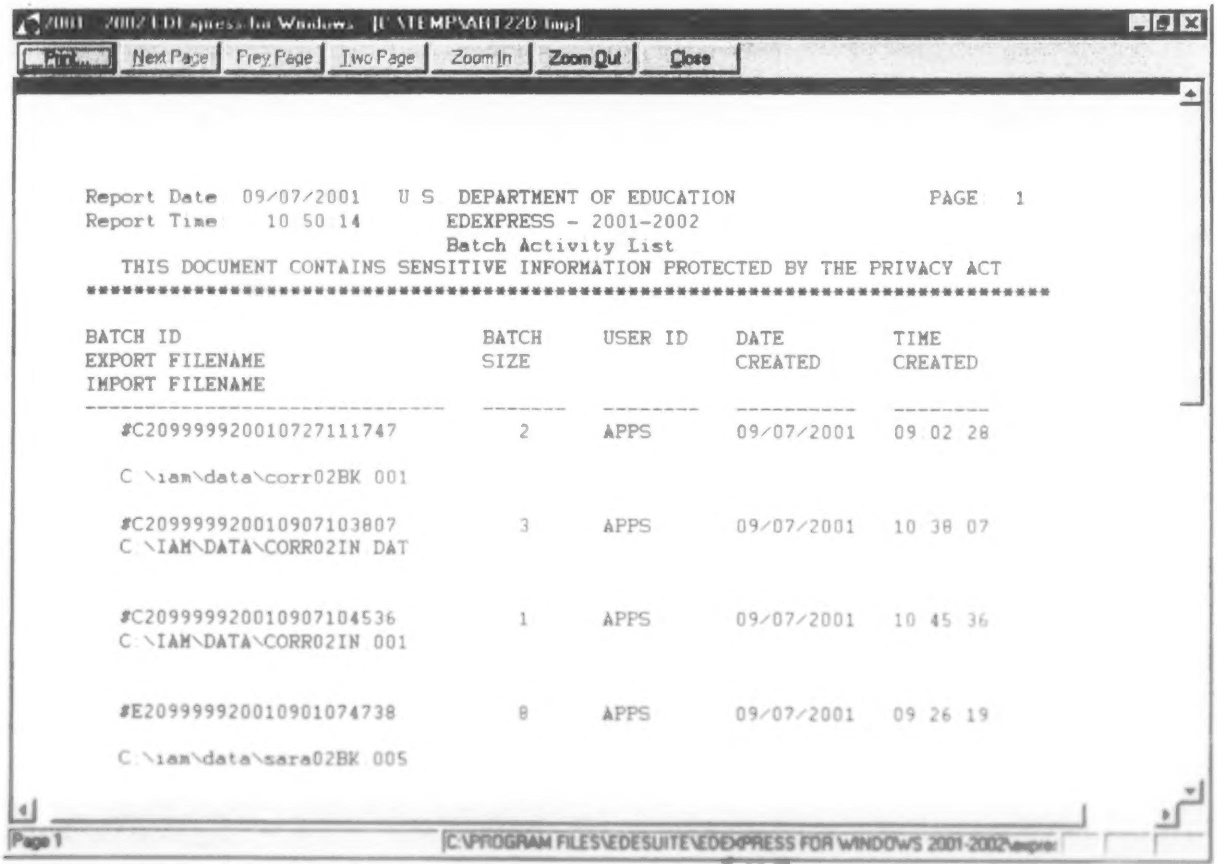
The next step, as we show in this demonstration, is to export the correction records.

Step	Action
1	Select the export icon from the tool bar.
2	Click the **down arrow** and select **Corrections** as the Export Type.
3	The Export To: field specifies the filename that will be created (CORR02IN.DAT) and the folder where the file will be placed. These are default settings that you establish when you set up the software in **Tools/Setup/Global/File Management.** We recommend that you not change them. Note that your school code displays that you entered when you setup the software in **Tools/Setup/Global/School**. This school code will be placed on each correction record. Also, your TG # displays. This number is required. It is the number you established when you set up the software in **Tools/Setup/Global/System**. Note that you can export selected records by using a Query (Selection Criteria). In this case, we won't. Click **OK** to export the records. A batch export statistics box displays that shows the number of records exported. Note that the number of records exported will not always equal the number of ISIR records that you created. Each correction record that is sent to the CPS carries up to 12 corrections. If you make more than 12 corrections to an ISIR, an additional record(s) will be created to carry the additional corrections.
4	Click **OK**.
5	Click **OK** again.

Print List of Batch Activity: Instructor Demonstration

Two ways are provided in EDExpress for reviewing batch activity: you can browse the batch activity database as we did in Lesson 3 and you can print a list of batch activity. In this demonstration we show you how to print a list of batch activity.

Step	Action
1	Click the **printer icon** 🖨 on the tool bar.
2	Click the **down arrow** in the Report text box and choose the type of list you want to print. In this case, select **List - Batch Activity**.
3	Click **Screen** as the Report File Destination.
4	Click **OK**. The report displays showing all import and export activity.
5	Click the **Close button**.


Print...
Next Page
Prev Page
Two Page
Zoom In
Zoom Out
Close
Page 1
C:\PROGRAM FILES\EDESUITE\EDEXPRESS FOR WINDOWS 2001-2002\expre

```
Report Date: 09/07/2001   U.S. DEPARTMENT OF EDUCATION              PAGE:  1
Report Time:   10:50:14        EDEXPRESS - 2001-2002
                               Batch Activity List
   THIS DOCUMENT CONTAINS SENSITIVE INFORMATION PROTECTED BY THE PRIVACY ACT
*****************************************************************************

BATCH ID                          BATCH     USER ID    DATE          TIME
EXPORT FILENAME                   SIZE                 CREATED       CREATED
IMPORT FILENAME
------------------------------    -------   --------   ----------    --------
   #C20999920010727111747            2      APPS       09/07/2001    09:02:28

   C:\iam\data\corr02BK.001

   #C20999920010907103807            3      APPS       09/07/2001    10:38:07
   C:\IAM\DATA\CORR02IN.DAT


   #C20999920010907104536            1      APPS       09/07/2001    10:45:36
   C:\IAM\DATA\CORR02IN.001


   #E20999920010901074738            8      APPS       09/07/2001    09:26:19

   C:\iam\data\sara02BK.005
```

BEST COPY AVAILABLE

Lesson 6 Exercise

Scenario

Your final assignment for the day is to export all of the correction records you entered today.

Instructions

- Print a list of correction records.
- Export the correction records.
- Print a list of batches that have been exported and imported.

Review

1. How many records were in the batch that you exported?

2. What was the message class? What does the "IN" in the message class indicate?

3. What was the batch status of the records before they were exported? After?

4. What was the date and time that you exported the batch?

5. Can you tell from the batch activity report who on your staff exported and imported each batch?

6. Will the number of student records you correct always equal the number of records exported? Why or why not?

Appendix A— Glossary

Active Transaction

The active transaction is the transaction you're working with; the one you've paid on. Note: you may have transactions for a student after the active transaction. You make the current transaction the active transaction by opening the student's record to the ISIR Review tab and selecting Process/Activate Transaction.

And

Used to connect two segments of a query. Both segments must be true for a record to be selected.

App Express Module

App Express is the portion of EDExpress that handles FAFSA applications, both initial and renewal, and corrections. Within App Express, you can enter FAFSA data, edit and batch initial and renewal applications, enter corrections, and import and print ISIRs.

Assumption Override

EDExpress gives you the ability to override, or suppress, the assumption edits used at the CPS. Assumption edits occur when the student applicant supplies incomplete or implausible data and the CPS has enough information to make an assumption about what the student should have reported. Assumption overrides can be entered on initial and correction records.

Batch IDs

Batch IDs are a means of tracking a group of students records. They are 23 characters long and are generated by EDExpress when a school batches a group of records. The batch ID is unique to that batch and its format is specified.

Corrections on the Web

Corrections on the Web allows students to correct their FAFSA data on-line. Students need a PIN to access and correct their data. The PIN serves as an electronic signature. Dependent students who correct parental information must also supply a parent's PIN. Note: the url for Corrections on the Web is **fafsa.ed.gov.**

CPS

The Central Processing System is the Title IV system that receives FAFSAs and corrections, performs data matches, calculates the applicant's EFC, prints and mails SARs, and transmits ISIRs to the schools noted on the applicant's FAFSA.

Current SSN

Two Social Security Number fields are carried on the student's record: Current SSN and Original SSN. The Current SSN is the most recently reported Social Security Number. It will always equal the Original SSN, unless the student corrects the SSN.

Demographic Record

A demographic record in EDExpress stores a student's demographic information, such as address, telephone number, and SSN. Each student in the EDExpress database has a demographic record. You can access all of the student's other financial aid records from the demographic record.

Dependency Override

A dependency override is when, in an unusual circumstance, a student who does not meet any of the dependency criteria may still be considered to be independent based on your professional judgement. To make a dependency override, you set a flag in EDExpress on either the initial application or on a correction.

DRN

The data release number (DRN) is a four-digit number assigned to all Title IV Federal student aid applicants that appears only on the paper SAR and on the ISIR. Electronic corrections to student records cannot be made if your institution has not been designated on the student transaction. However, you can add your institution code through the Quick Correction function. You will need the student's DRN and your institution code.

EDConn32

EDConn32 is personal computer software provided free of charge to schools with an account with the SAIG. EDConn32 allows schools to transmit student records to and from the SAIG. Schools who participate in the SAIG need two types of software: administrative software, like EDExpress, to enter and manage student records; and communications software, like EDConn32, to handle the transmission of data records.

EFC

The Expected Family Contribution is the amount the student's family is expected to contribute towards the cost of attendance. This amount is determined by a congressionally mandated formula that considers such factors as the family's income and assets; the number of family members; and the number of family members attending college (other than the parents).

EFC Adjustment

EDExpress gives you the ability, on a case-by-case basis, to either increase or decrease one or more of the data elements used to calculate the EFC. The reason must be documented in the student's file. Entering a "1" in the FAA Adjustment field in EDExpress indicates that you used professional judgement.

Export

Export is an EDExpress function that creates a file of data records that is ready to be transmitted by EDConn32 to the SAIG.

FAA Comments

FAA Comments are the comments on the ISIR that are directed to the financial aid administrator.

FAFSA Express

FAFSA Express is a software version of the FAFSA. Students install FAFSA Express on a PC with a Windows operating system and a modem, enter their FAFSA data, and then transmit an electronic FAFSA to the CPS.

FAFSA on the Web

FAFSA on the Web is a web version of the FAFSA that provides a fast, easy, and secure method of filing for federal student aid. Students with web access and a standard commercially available browser can use FAFSA on the Web. The url is: **fafsa.ed.gov.**

Global Module

Global refers to the functions within EDExpress that affect all modules or that do not relate to a specific module. Setting up user IDs and passwords is an example of a function handled within the Global module.

Hot Keys

Hot keys help you perform certain functions in place of the menu bar or the toolbar. These are commonly used hot keys in EDExpress:

CTRL and N: New (create a new record)

CTRL and O: Open (open and existing record)

CTRL and P: Print (go to the print dialog box)

Import

Import is an EDExpress function that moves a file of data records that has been received from the SAIG into the EDExpress database.

ISIR

The Institutional Student Information Record is the electronic record that contains the applicant's Title IV financial aid information. It includes information reported by the applicant on the FAFSA; key processing results, such as the EFC; and information about the applicant's student loan history that is maintained in NSLDS.

Like

An operator that is used in a query to find values in a field that match a specified pattern, or "character string."

Message Class

A Message Class is a file name of a batch of records that identifies the type of records in the batch. Eight-character message classes are used, with the first four characters designating the type of data in the batch; the second two indicating the processing year; and the last two describing whether the batch arrived from one of SFA's systems (OP) or whether the school transmitted the batch to one of SFA's systems (IN). SYSG02OP, for example, is a message class for system-generated ISIRs (SYSG), for 2001-2002 (02) that arrived from the CPS (OP).

Menu Bar

The menu bar is the line just below the title bar that displays options horizontally across the top of the screen. Click an option to pull down its menu. When the menu is open, click an option to select it. Menus display only the options for the EDExpress modules you've installed.

MPN

The Master Promissory Note can be used to make one or more loans for one or more academic years, as authorized by the Department of Education. In many cases, the school can increase a student's Subsidized and Unsubsidized Stafford loan amounts without having the student sign an additional MPN. The school can also change the loan distribution between Subsidized and Unsubsidized loans without having to print an additional MPN.

Null Value

A value that indicates missing or unknown data in a data field.

NSLDS

The National Student Loan Data System is a national database of information about loans and other financial aid awarded to students under Title IV of the Higher Education Act of 1965. This system prescreens applications for Title IV aid, supports program administrative research functions, and improves Title IV aid delivery through automation and standardization.

Operator:

A component of a query statement. Describes the relationship between a data field and its specified value. Operators used in EDExpress are:

=	Equal to
>	Greater than
>=	Greater than or equal to
<	Less than
<=	Less than or equal to
<>	Not equal to
Like	Similar to
Not Like	Different from

Or

Used to connect two segments of a query. Only one of the segments must be true for a record to be selected.

Original SSN

The Original SSN is the Social Security Number the student first reports to the CPS. It never changes. If the student corrects the SSN, the corrected SSN is the Current SSN.

Parameter Query

A type of query that has fixed fields but not fixed values. When you create a parameter query, you specify the field name and operator for the query. Instead of specifying a value, you'll use the Prompt at Execution option. This option tells EDExpress to prompt you for the field values at the time you use the query.

Parentheses

Sets apart two or more statements within a complex query and defines the order in which the data fields are processed.

PIN

The Personal Identification Number serves as the student's secret code or identifier, letting the student have access to personal information in various Department of Education systems, such as the CPS, NSLDS, and Direct Loans. The PIN also serves as an electronic signature for FAFSA on the Web, Renewal FAFSA on the Web, Corrections on the Web, and FAFSA Express.

Predefined Query

EDExpress comes with a set of predefined queries commonly used in Global, App Express, Packaging, Direct Loan, and Pell. Use these predefined queries as they are; or modify them to suit your needs.

Query

A request to retrieve data from EDExpress using criteria that you specify.

Reject Override

EDExpress gives you the ability to override, or suppress, the reject edits used at the CPS. Reject overrides can be entered on initial application and correction records.

Renewal FAFSA

The Renewal FAFSA allows students to apply for federal student aid by updating the information they provided during the prior award year instead of completing a new application.

Renewal FAFSA on the Web

Renewal FAFSA on the Web is a web version of the Renewal FAFSA. It allows students with PINs to access and update prior year data. Students need web access and a standard commercially available browser to use Renewal FAFSA on the Web. The url is: **fafsa.ed.gov.**

SAIG

The Student Aid Internet Gateway is a private telecommunications network that handles the exchange of data between participating postsecondary schools and SFA's processing systems.

SAR

A paper document that is produced and mailed to the applicant in response to an application or correction. It includes information reported by the applicant on the FAFSA; key processing results, such as the EFC; and information about the applicant's student loan history that is maintained in NSLDS.

SAR C Code

Indicates that some type of resolution is required before the student applicant is eligible for Title IV aid. A "C" is printed next to the EFC on paper SARs, and a "Y" code appears in the SAR C code field on the ISIR.

School Code

The school code is the six-digit identifier assigned to each postsecondary school participating in the Title IV programs.

SFA

Student Financial Assistance is the organization within the U.S. Department of Education responsible for the operation of the Title IV federal student assistance programs.

Status Code

EDExpress assigns a Status Code to each entered record. Status Codes help keep track of which steps in the process have been completed. The Status Codes are:

N = Not Ready to Send

R = Ready to Send

B = Batched

I = Incomplete

System-generated ISIRs

ISIRs that the CPS creates without any input from the student or the school.

Trankey

The Trankey identifies the student's ISIR record. It consists of the student's Original SSN, first two letters of the last name, and transaction number.

Toolbar

Toolbar provides buttons that you click on to access features that are also accessible via pull down menus.

Transaction

A transaction is one of the applicant's records that are stored in the CPS database. Submittal of the FAFSA creates a transaction in the CPS database, as does each correction submitted by the student or school. A two-digit Transaction Number identifies the transaction.

Transaction Type

Transaction type indicates the source of the ISIR. The codes follow:

0 = Electronic initial application
1 = Automatic ISIR generated from a paper FAFSA or Renewal FAFSA
2 = Electronic correction
3 = Electronic duplicate request
5 = Electronic renewal application

TG

The five-character TG number is your user ID with the SAIG. It is assigned by the SAIG to your school upon receipt of your participation agreement. It consists of the prefix numbers 5, 6, or 7, and four other numbers.

User-defined Fields

Special fields that you create for your own use. User-defined fields can be used in all modules for building queries.

User-defined Query

A query that you create.

2001-2002
the FAFSA

July 1, 2001 — June 30, 2002
Free Application for Federal Student Aid

OMB # 1845-0001

Use this form to apply for federal and state* student grants, work-study, and loans.

Apply over the internet with **FAFSA ON THE WEB** **www.fafsa.ed.gov**

1 If you are filing a **2000 income tax return,** we recommend that you complete it before filling out this form. However, you do not need to file your income tax return with the IRS before you submit this form.

If you or your family has **unusual circumstances** (such as loss of employment) that might affect your need for student financial aid, submit this form, and then consult with the financial aid office at the college you plan to attend.

You may also use this form to apply for **aid from other sources, such as your state or college.** The deadlines for states (see table to right) or colleges may be as early as January 2001 and may differ. You may be required to complete additional forms. Check with your high school guidance counselor or a financial aid administrator at your college about state and college sources of student aid.

2 Your answers on this form will be read electronically. Therefore:

- use black ink and fill in ovals completely: **Yes ●** **No ⊗ ⊘**
- print clearly in CAPITAL letters and skip a box between words: | 1 | 5 | | E | L | M | | S | T |
- report dollar amounts (such as $12,356.41) like this: $ | | 1 | 2 | , | 3 | 5 | 6 | **no cents**

Green is for students and purple is for parents.

If you have questions about this application, or for more information on eligibility requirements and the U.S. Department of Education's student aid programs, look on the Internet at **www.ed.gov/studentaid** You can also call 1-800-4FED-AID (1-800-433-3243) seven days a week from 8:00 a.m. through midnight (Eastern time). TTY users may call 1-800-730-8913.

3 After you complete this application, make a copy of it for your records. Then **send the original of pages 3 through 6** in the attached envelope or send it to: Federal Student Aid Programs, P.O. Box 4008, Mt. Vernon, IL 62864-8608.

You should submit your application as early as possible, but no earlier than January 1, 2001. We must receive your application **no later than July 1, 2002.** Your school must have your correct, complete information by your last day of enrollment in the 2001-2002 school year.

You should hear from us within four weeks. If you do not, please call 1-800-433-3243 or check on-line at www.fafsa.ed.gov

4 **Now go to page 3 and begin filling out this form.**
Refer to the notes as needed.

STATE AID DEADLINES

	AR	April 1, 2001 *(date received)*
	AZ	June 30, 2002 *(date received)*
*^	CA	March 2, 2001 *(date postmarked)*
*	DC	June 24, 2001 *(date received by state)*
	DE	April 15, 2001 *(date received)*
	FL	May 15, 2001 *(date processed)*
	HI	March 1, 2001
^	IA	July 1, 2001 *(date received)*
	IL	First-time applicants – September 30, 2001 Continuing applicants – July 15, 2001 *(date received)*
^	IN	For priority consideration – March 1, 2001 *(date postmarked)*
*	KS	For priority consideration – April 1, 2001 *(date received)*
	KY	For priority consideration – March 15, 2001 *(date received)*
^	LA	For priority consideration – April 15, 2001 Final deadline – July 1, 2001 *(date received)*
^	MA	For priority consideration – May 1, 2001 *(date received)*
	MD	March 1, 2001 *(date postmarked)*
	ME	May 1, 2001 *(date received)*
	MI	High school seniors – February 21, 2001 College students – March 21, 2001 *(date received)*
	MN	June 30, 2002 *(date received)*
	MO	April 1, 2001 *(date received)*
	MT	For priority consideration – March 1, 2001 *(date postmarked)*
	NC	March 15, 2001 *(date received)*
	ND	April 15, 2001 *(date processed)*
	NH	May 1, 2001 *(date received)*
^	NJ	June 1, 2001 if you received a Tuition Aid Grant in 2000-2001 All other applicants – October 1, 2001, for fall and spring terms – March 1, 2002, for spring term only *(date received)*
*^	NY	May 1, 2002 *(date postmarked)*
	OH	October 1, 2001 *(date received)*
	OK	For priority consideration – April 30, 2001 Final deadline – June 30, 2001 *(date received)*
	OR	May 1, 2002 *(date received)*
*	PA	All 2000-2001 State Grant recipients and all non-2000-2001 State Grant recipients in degree programs – May 1, 2001 All other applicants – August 1, 2001 *(date received)*
	PR	May 2, 2002 *(date application signed)*
	RI	March 1, 2001 *(date received)*
	SC	June 30, 2001 *(date received)*
	TN	May 1, 2001 *(date processed)*
*^	WV	March 1, 2001 *(date received)*

Check with your financial aid administrator for these states: AK, AL, *AS, *CT, CO, *FM, GA, *GU, ID, *MH, *MP, MS, *NE, *NM, *NV, *PW, *SD, *TX, UT, *VA, *VI, *VT, WA, WI, and *WY.

^ *Applicants encouraged to obtain proof of mailing*

* *Additional form may be required*

STATE AID DEADLINES

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Notes for questions **13–14** (page 3)

If you are an eligible noncitizen, write in your eight or nine digit Alien Registration Number. Generally, you are an eligible noncitizen if you are: (1) a U.S. permanent resident and you have an Alien Registration Receipt Card (I-551); (2) a conditional permanent resident (I-551C); or (3) an other eligible noncitizen with an Arrival-Departure Record (I-94) from the U.S. Immigration and Naturalization Service showing any one of the following designations: "Refugee," "Asylum Granted," "Indefinite Parole," "Humanitarian Parole," or "Cuban-Haitian Entrant." If you are in the U.S. on only an F1 or F2 student visa, or only a J1 or J2 exchange visitor visa, or a G series visa (pertaining to international organizations), you must fill in oval c. If you are neither a citizen nor eligible noncitizen, you are not eligible for federal student aid. However, you may be eligible for state or college aid.

Notes for questions **17–21** (page 3)

For undergraduates, full time generally means taking at least 12 credit hours in a term or 24 clock hours per week. 3/4 time generally means taking at least 9 credit hours in a term or 18 clock hours per week. Half time generally means taking at least 6 credit hours in a term or 12 clock hours per week. Provide this information about the college you plan to attend.

Notes for question **29** (page 3) — Enter the correct number in the box in question 29.

Enter 1 for 1st bachelor's degree
Enter 2 for 2nd bachelor's degree
Enter 3 for associate degree (occupational or technical program)
Enter 4 for associate degree (general education or transfer program)
Enter 5 for certificate or diploma for completing an occupational, technical, or educational program of less than two years
Enter 6 for certificate or diploma for completing an occupational, technical, or educational program of at least two years
Enter 7 for teaching credential program (nondegree program)
Enter 8 for graduate or professional degree
Enter 9 for other/undecided

Notes for question **30** (page 3) — Enter the correct number in the box in question 30.

Enter 0 for 1st year undergraduate/never attended college
Enter 1 for 1st year undergraduate/attended college before
Enter 2 for 2nd year undergraduate/sophomore
Enter 3 for 3rd year undergraduate/junior
Enter 4 for 4th year undergraduate/senior
Enter 5 for 5th year/other undergraduate
Enter 6 for 1st year graduate/professional
Enter 7 for continuing graduate/professional or beyond

Notes for questions **37 c. and d.** (page 4) and **71 c. and d.** (page 5)

If you filed or will file a foreign tax return, or a tax return with Puerto Rico, Guam, American Samoa, the Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau, use the information from that return to fill out this form. If you filed a foreign return, convert all figures to U.S. dollars, using the exchange rate that is in effect today.

Notes for questions **38** (page 4) and **72** (page 5)

In general, a person is eligible to file a 1040A or 1040EZ if he or she makes less than $50,000, does not itemize deductions, does not receive income from his or her own business or farm, and does not receive alimony. A person is not eligible if he or she itemizes deductions, receives self-employment income or alimony, or is required to file Schedule D for capital gains.

Notes for questions **41** (page 4) and **75** (page 5) — only for people who filed a 1040EZ or Telefile

On the 1040EZ, if a person answered "Yes" on line 5, use EZ worksheet line F to determine the number of exemptions ($2,800 equals one exemption). If a person answered "No" on line 5, enter 01 if he or she is single, or 02 if he or she is married.

On the Telefile, use line J to determine the number of exemptions ($2,800 equals one exemption).

Notes for questions **47–48** (page 4) and **81–82** (page 5)

Net worth means current value minus debt. If net worth is one million or more, enter $999,999. If net worth is negative, enter 0.

Investments include real estate (do not include the home you live in), trust funds, money market funds, mutual funds, certificates of deposit, stocks, stock options, bonds, other securities, education IRAs, installment and land sale contracts (including mortgages held), commodities, etc. Investment value includes the market value of these investments as of today. Investment debt means only those debts that are related to the investments.

Investments do not include the home you live in, cash, savings, checking accounts, the value of life insurance and retirement plans (pension funds, annuities, noneducation IRAs, Keogh plans, etc.), or the value of prepaid tuition plans.

Business and/or investment farm value includes the market value of land, buildings, machinery, equipment, inventory, etc. Business and/or investment farm debt means only those debts for which the business or investment farm was used as collateral.

Notes for question **58** (page 4)

Answer **"No"** (you are not a veteran) if you (1) have never engaged in active duty in the U.S. Armed Forces, (2) are currently an ROTC student or a cadet or midshipman at a service academy, or (3) are a National Guard or Reserves enlistee activated only for training. Also answer "No" if you are currently serving in the U.S. Armed Forces and will continue to serve through June 30, 2002.

Answer **"Yes"** (you are a veteran) if you (1) have engaged in active duty in the U.S. Armed Forces (Army, Navy, Air Force, Marines, or Coast Guard) or as a member of the National Guard or Reserves who was called to active duty for purposes other than training, or were a cadet or midshipman at one of the service academies, and (2) were released under a condition other than dishonorable. Also answer "Yes" if you are not a veteran now but will be one by June 30, 2002.

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The 2001-2002 FAFSA

Free Application for Federal Student Aid
For July 1, 2001 — June 30, 2002

OMB # 1845-0001

Step One: For questions 1-34, leave blank any questions that do not apply to you (the student).

1-3. Your full name (as it appears on your Social Security Card)

1. LAST NAME: FOR INFORMATION ONLY
2. FIRST NAME: DO NOT SUBMIT
3. MIDDLE INITIAL: ☐

4-7. Your permanent mailing address

4. NUMBER AND STREET (INCLUDE APT. NUMBER): ☐
5. CITY (AND COUNTRY IF NOT U.S.): ☐
6. STATE: ☐
7. ZIP CODE: ☐

8. Your Social Security Number: XXX - XX - XXXX

9. Your date of birth: __ / __ / 19__

10. Your permanent telephone number: ( ) -

11-12. Your driver's license number and state (if any)

11. LICENSE NUMBER: ☐
12. STATE: ☐

13. Are you a U.S. citizen? Pick one. See Page 2.
- a. Yes, I am a U.S. citizen. ○ 1
- b. No, but I am an eligible noncitizen. Fill in question 14. ○ 2
- c. No, I am not a citizen or eligible noncitizen. ○ 3

14. ALIEN REGISTRATION NUMBER: A

15. What is your marital status as of today?
- I am single, divorced, or widowed. ○ 1
- I am married/remarried. ○ 2
- I am separated. ○ 3

16. Month and year you were married, separated, divorced, or widowed: MONTH __ / YEAR ____

For each question (17 - 21), please mark whether you will be full time, 3/4 time, half time, less than half time, or not attending. **See page 2.**

17. Summer 2001	Full time/Not sure ○ 1	3/4 time ○ 2	Half time ○ 3	Less than half time ○ 4	Not attending ○ 5
18. Fall 2001	Full time/Not sure ○ 1	3/4 time ○ 2	Half time ○ 3	Less than half time ○ 4	Not attending ○ 5
19. Winter 2001-2002	Full time/Not sure ○ 1	3/4 time ○ 2	Half time ○ 3	Less than half time ○ 4	Not attending ○ 5
20. Spring 2002	Full time/Not sure ○ 1	3/4 time ○ 2	Half time ○ 3	Less than half time ○ 4	Not attending ○ 5
21. Summer 2002	Full time/Not sure ○ 1	3/4 time ○ 2	Half time ○ 3	Less than half time ○ 4	Not attending ○ 5
22. Highest school your father completed	Middle school/Jr. High ○ 1	High school ○ 2	College or beyond ○ 3	Other/unknown ○ 4	
23. Highest school your mother completed	Middle school/Jr. High ○ 1	High school ○ 2	College or beyond ○ 3	Other/unknown ○ 4	

24. What is your state of legal residence? STATE ☐

25. Did you become a legal resident of this state before January 1, 1996? Yes ○ 1 No ○ 2

26. If the answer to question 25 is "No," give month and year you became a legal resident. MONTH __ / YEAR ____

27. Are you male? (Most male students must register with Selective Service to get federal aid.) Yes ○ 1 No ○ 2

28. If you are male (age 18-25) and not registered, do you want Selective Service to register you? Yes ○ 1 No ○ 2

29. What degree or certificate will you be working on during 2001-2002? See page 2 and enter the correct number in the box. ☐

30. What will be your grade level when you begin the 2001-2002 school year? See page 2 and enter the correct number in the box. ☐

31. Will you have a high school diploma or GED before you enroll? Yes ○ 1 No ○ 2

32. Will you have your first bachelor's degree before July 1, 2001? Yes ○ 1 No ○ 2

33. In addition to grants, are you interested in student loans (which you must pay back)? Yes ○ 1 No ○ 2

34. In addition to grants, are you interested in "work-study" (which you earn through work)? Yes ○ 1 No ○ 2

35. **Do not leave this question blank.** Have you ever been convicted of possessing or selling illegal drugs? If you have, answer "Yes," complete and submit this application, and we will send you a worksheet in the mail for you to determine if your conviction affects your eligibility for aid. No ○ 1 Yes ○ 3

DO NOT LEAVE QUESTION 35 BLANK

Step Two: For questions 36-49, report your (the student's) income and assets. If you are married, report your spouse's income and assets, even if you were not married in 2000. Ignore references to "spouse" if you are currently single, separated, divorced, or widowed.

36. For 2000, have you (the student) completed your IRS income tax return or another tax return listed in **question 37**?

a. I have already completed my return. ○ 1 b. I will file, but I have not yet completed my return. ○ 2 c. I'm not going to file. (Skip to question 42.) ○ 3

37. What income tax return did you file or will you file for 2000?

a. IRS 1040 .... ○ 1
b. IRS 1040A, 1040EZ, 1040Telefile ..... ○ 2
c. A foreign tax return. **See Page 2.** ..... ○ 3
d. A tax return for Puerto Rico, Guam, American Samoa, the Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau. **See Page 2.** ...... ○ 4

38. If you have filed or will file a 1040, were you eligible to file a 1040A or 1040EZ? **See page 2.** Yes ○ 1 No ○ 2 Don't Know ○ 3

For questions 39-51, if the answer is zero or the question does not apply to you, enter 0.

39. What was your (and spouse's) adjusted gross income for 2000? Adjusted gross income is on IRS Form 1040–line 33; 1040A–line 19; 1040EZ–line 4; or Telefile–line I. $ ☐☐☐,☐☐☐

40. Enter the total amount of your (and spouse's) income tax for 2000. Income tax amount is on IRS Form 1040–line 51; 1040A–line 33; 1040EZ–line 10; or Telefile–line K. $ ☐☐,☐☐☐

41. Enter your (and spouse's) exemptions for 2000. Exemptions are on IRS Form 1040–line 6d or on Form 1040A–line 6d. For Form 1040EZ or Telefile, **see page 2.** ☐☐

42-43. How much did you (and spouse) earn from working in 2000? Answer this question whether or not you filed a tax return. This information may be on your W-2 forms, or on IRS Form 1040–lines 7 + 12 + 18; 1040A–line 7; or 1040EZ–line 1. Telefilers should use their W-2's.

You (42) $ ☐☐☐,☐☐☐
Your Spouse (43) $ ☐☐☐,☐☐☐

Student (and Spouse) Worksheets (44-46)

44-46. Go to Page 8 and complete the columns on the left of Worksheets A, B, and C. Enter the student (and spouse) totals in questions 44, 45, and 46, respectively. Even though you may have few of the Worksheet items, check each line carefully.

Worksheet A (44) $ ☐☐,☐☐☐
Worksheet B (45) $ ☐☐,☐☐☐
Worksheet C (46) $ ☐☐,☐☐☐

47. As of today, what is the net worth of your (and spouse's) current **investments**? **See page 2.** $ ☐☐☐,☐☐☐

48. As of today, what is the net worth of your (and spouse's) current **businesses and/or investment farms**? **See page 2.** Do not include a farm that you live on and operate. $ ☐☐☐,☐☐☐

49. As of today, what is your (and spouse's) total current balance of cash, savings, and checking accounts? $ ☐☐☐,☐☐☐

50-51. If you receive veterans education benefits, for **how many months** from July 1, 2001 through June 30, 2002 will you receive these benefits, and **what amount** will you receive per month? Do not include your spouse's veterans education benefits.

Months (50) ☐☐
Amount (51) $ ☐☐☐

Step Three: Answer all seven questions in this step.

52. Were you born before January 1, 1978? .... Yes ○ 1 No ○ 2
53. Will you be working on a master's or doctorate program (such as an MA, MBA, MD, JD, or Ph.D., etc.) during the school year 2001-2002? .... Yes ○ 1 No ○ 2
54. As of today, are you married? (Answer "Yes" if you are separated but not divorced.) .... Yes ○ 1 No ○ 2
55. Do you have children who receive more than half of their support from you? .... Yes ○ 1 No ○ 2
56. Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2002? .... Yes ○ 1 No ○ 2
57. Are you an orphan or ward of the court or were you a ward of the court until age 18? .... Yes ○ 1 No ○ 2
58. Are you a veteran of the U.S. Armed Forces? **See page 2.** .... Yes ○ 1 No ○ 2

If you (the student) answer "No" to every question in Step Three, go to Step Four.

If you answer "Yes" to any question in Step Three, skip Step Four and go to Step Five.

(If you are a graduate health profession student, your school may require you to complete Step Four even if you answered "Yes" in Step Three.)

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Step Four: Complete this step if you (the student) answered "No" to all questions in Step Three.

59. Go to page 7 to determine who is considered a parent for this step. What is your parents' marital status as of today?

(Pick one.) Married/Remarried ○ 1 Single ○ 2 Divorced/Separated ○ 3 Widowed ○ 4

60-63. What are your parents' Social Security Numbers and last names?
If your parent does not have a Social Security Number, enter 000-00-0000

60. FATHER'S/STEPFATHER'S SOCIAL SECURITY NUMBER XXX - XX - XXXX

61. FATHER'S/ STEPFATHER'S LAST NAME FOR INFORMATION ONLY

62. MOTHER'S/STEPMOTHER'S SOCIAL SECURITY NUMBER XXX - XX - XXXX

63. MOTHER'S/ STEPMOTHER'S LAST NAME DO NOT SUBMIT

64. Go to page 7 to determine how many people are in your parents' household. ☐☐

65. Go to page 7 to determine how many in question 64 **(exclude your parents) will be college students between July 1, 2001 and June 30, 2002.** ☐

66. What is your parents' state of legal residence? ☐☐ STATE

67. Did your parents become legal residents of the state in question 66 before January 1, 1996? Yes ○ 1 No ○ 2

68. If the answer to question 67 is "No," give the month and year legal residency began for the parent who has lived in the state the longest. MONTH ☐☐ / YEAR ☐☐☐☐

69. What is the age of your older parent? ☐☐

70. For 2000, have your parents completed their IRS income tax return or another tax return listed in **question 71**?

- a. My parents have already completed their return. ○ 1
- b. My parents will file, but they have not yet completed their return. ○ 2
- c. My parents are not going to file. (Skip to question 76.) ○ 3

71. What income tax return did your parents file or will they file for 2000?

- a. IRS 1040 ○ 1
- b. IRS 1040A, 1040EZ, 1040Telefile ○ 2
- c. A foreign tax return. See Page 2. ○ 3
- d. A tax return for Puerto Rico, Guam, American Samoa, the Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau. See Page 2. ○ 4

72. If your parents have filed or will file a 1040, were they eligible to file a 1040A or 1040EZ? **See page 2.** Yes ○ 1 No ○ 2 Don't Know ○ 3

For questions 73 - 83, if the answer is zero or the question does not apply, enter 0.

73. What was your parents' adjusted gross income for 2000? Adjusted gross income is on IRS Form 1040–line 33; 1040A–line 19; 1040EZ–line 4; or Telefile–line I. $ ☐☐☐ , ☐☐☐

74. Enter the total amount of your parents' income tax for 2000. Income tax amount is on IRS Form 1040–line 51; 1040A–line 33; 1040EZ–line 10; or Telefile–line K. $ ☐☐☐ , ☐☐☐

75. Enter your parents' exemptions for 2000. **Exemptions are on IRS Form 1040–line 6d or on Form 1040A–line 6d. For Form 1040EZ or Telefile, see page 2.** ☐☐

76-77. How much did your parents earn from working in 2000? Answer this question whether or not your parents filed a tax return. This information may be on their W-2 forms, or on IRS Form 1040–lines 7 + 12 + 18; 1040A–line 7; or 1040EZ–line 1. Telefilers should use their W-2's.

Father/ Stepfather (76) $ ☐☐☐ , ☐☐☐

Mother/ Stepmother (77) $ ☐☐☐ , ☐☐☐

Parent Worksheets (78-80)

78-80. Go to Page 8 and complete the columns on the right of Worksheets A, B, and C. Enter the parent totals in questions 78, 79, and 80, respectively. Even though your parents may have few of the Worksheet items, check each line carefully.

Worksheet A (78) $ ☐☐ , ☐☐☐

Worksheet B (79) $ ☐☐ , ☐☐☐

Worksheet C (80) $ ☐☐ , ☐☐☐

81. As of today, what is the net worth of your parents' current **investments**? **See page 2.** $ ☐☐☐ , ☐☐☐

82. As of today, what is the net worth of your parents' current **businesses and/or investment farms**? **See page 2.** Do not include a farm that your parents live on and operate. $ ☐☐☐ , ☐☐☐

83. As of today, what is your parents' total current balance of cash, savings, and checking accounts? $ ☐☐☐ , ☐☐☐

Now go to Step Six.

Step Five: Complete this step only if you (the student) answered "Yes" to any question in Step Three.

84. Go to page 7 to determine how many people are in your (and your spouse's) household. ☐☐

85. Go to page 7 to determine how many in question 84 will be college students between July 1, 2001 and June 30, 2002. ☐

Step Six: Please tell us which schools should receive your information.

For each school (up to six), please provide the federal school code and your housing plans. Look for the federal school codes on the Internet at **www.fafsa.ed.gov**, at your college financial aid office, at your public library, or by asking your high school guidance counselor. If you cannot get the federal school code, write in the complete name, address, city, and state of the college.

					HOUSING PLANS
86.	1ST FEDERAL SCHOOL CODE	OR	NAME OF COLLEGE ADDRESS AND CITY	STATE	87. on campus ○ 1 off campus ○ 2 with parent ○ 3
88.	2ND FEDERAL SCHOOL CODE	OR	NAME OF COLLEGE ADDRESS AND CITY	STATE	89. on campus ○ 1 off campus ○ 2 with parent ○ 3
90.	3RD FEDERAL SCHOOL CODE	OR	NAME OF COLLEGE ADDRESS AND CITY	STATE	91. on campus ○ 1 off campus ○ 2 with parent ○ 3
92.	4TH FEDERAL SCHOOL CODE	OR	NAME OF COLLEGE ADDRESS AND CITY	STATE	93. on campus ○ 1 off campus ○ 2 with parent ○ 3
94.	5TH FEDERAL SCHOOL CODE	OR	NAME OF COLLEGE ADDRESS AND CITY	STATE	95. on campus ○ 1 off campus ○ 2 with parent ○ 3
96.	6TH FEDERAL SCHOOL CODE	OR	NAME OF COLLEGE ADDRESS AND CITY	STATE	97. on campus ○ 1 off campus ○ 2 with parent ○ 3

Step Seven: Please read, sign, and date.

By signing this application, you agree, if asked, to provide information that will verify the accuracy of your completed form. This information may include your U.S. or state income tax forms. Also, you certify that you (1) will use federal and/or state student financial aid only to pay the cost of attending an institution of higher education, (2) are not in default on a federal student loan or have made satisfactory arrangements to repay it, (3) do not owe money back on a federal student grant or have made satisfactory arrangements to repay it, (4) will notify your school if you default on a federal student loan, and (5) understand that **the Secretary of Education has the authority to verify information reported on this application with the Internal Revenue Service.** If you purposely give false or misleading information, you may be fined $10,000, sent to prison, or both.

98. Date this form was completed.

MONTH ___ / DAY ___ / 2001 ○ or 2002 ○

99. Student signature (Sign in box)

1 **FOR INFORMATION ONLY.**

Parent signature (one parent whose information is provided in Step Four) (Sign in box)

2 **DO NOT SUBMIT.**

If this form was filled out by someone other than you, your spouse, or your parent(s), that person must complete this part.

Preparer's name, firm, and address

100. Preparer's Social Security Number (or 101) ☐☐☐ – ☐☐ – ☐☐☐☐

101. Employer ID number (or 100) ☐☐ – ☐☐☐☐☐☐☐

102. Preparer's signature and date

1

SCHOOL USE ONLY:

D/O ○ 1

Federal School Code ☐☐☐☐☐☐

FAA SIGNATURE

1

MDE USE ONLY:

Special Handle ☐ – ☐☐☐☐☐☐☐

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Notes for questions 59–83 (page 5) Step Four: Who is considered a parent in this step?

Read these notes to determine who is considered a parent for purposes of this form. **Answer all questions in Step Four about them**, even if you do not live with them.

If your parents are both living and married to each other, answer the questions about them.

If your parent is widowed or single, answer the questions about that parent. If your widowed parent has remarried as of today, answer the questions about that parent **and** the person whom your parent married (your stepparent).

If your parents have divorced or separated, answer the questions about the parent you lived with more during the past 12 months. (If you did not live with one parent more than the other, give answers about the parent who provided more financial support during the last 12 months, or during the most recent year that you actually received support from a parent.) If this parent has remarried as of today, answer the questions on the rest of this form about that parent **and** the person whom your parent married (your stepparent).

Notes for question 64 (page 5)

Include in your parents' household (see notes, above, for who is considered a parent):

- your parents and yourself, even if you don't live with your parents, and
- your parents' other children if (a) your parents will provide more than half of their support from July 1, 2001 through June 30, 2002 or (b) the children could answer "No" to every question in Step Three, and
- other people if they now live with your parents, your parents provide more than half of their support, and your parents will continue to provide more than half of their support from July 1, 2001 through June 30, 2002.

Notes for questions 65 (page 5) and 85 (page 6)

Always count yourself as a college student. **Do not include your parents.** Include others only if they will attend at least half time in 2001-2002 a program that leads to a college degree or certificate.

Notes for question 84 (page 6)

Include in your (and your spouse's) household:

- yourself (and your spouse, if you have one), and
- your children, if you will provide more than half of their support from July 1, 2001 through June 30, 2002, and
- other people if they now live with you, and you provide more than half of their support, and you will continue to provide more than half of their support from July 1, 2001 through June 30, 2002.

Information on the Privacy Act and use of your Social Security Number

We use the information that you provide on this form to determine if you are eligible to receive federal student financial aid and the amount that you are eligible to receive. Section 483 of the Higher Education Act of 1965, as amended, gives us the authority to ask you and your parents these questions, and to collect the Social Security Numbers of you and your parents.

State and institutional student financial aid programs may also use the information that you provide on this form to determine if you are eligible to receive state and institutional aid and the need that you have for such aid. Therefore, we will disclose the information that you provide on this form to each institution you list in questions 86–97, state agencies in your state of legal residence, and the state agencies of the states in which the colleges that you list in questions 86–97 are located.

If you are applying solely for federal aid, you must answer all of the following questions that apply to you: 1–9, 13–15, 24, 27–28, 31–32, 35, 36–40, 42–49, 52–66, 69–74, 76-85, and 98–99. If you do not answer these questions, you will not receive federal aid.

Without your consent, we may disclose information that you provide to entities under a published "routine use." Under such a routine use, we may disclose information to third parties that we have authorized to assist us in administering the above programs; to other federal agencies under computer matching programs, such as those with the Internal Revenue Service, Social Security Administration, Selective Service System, Immigration and Naturalization Service, and Veterans Administration; to your parents or spouse; and to members of Congress if you ask them to help you with student aid questions.

If the federal government, the U.S. Department of Education, or an employee of the U.S. Department of Education is involved in litigation, we may send information to the Department of Justice, or a court or adjudicative body, if the disclosure is related to financial aid and certain conditions are met. In addition, we may send your information to a foreign, federal, state, or local enforcement agency if the information that you submitted indicates a violation or potential violation of law, for which that agency has jurisdiction for investigation or prosecution. Finally, we may send information regarding a claim that is determined to be valid and overdue to a consumer reporting agency. This information includes identifiers from the record; the amount, status, and history of the claim; and the program under which the claim arose.

State Certification

By submitting this application, you are giving your state financial aid agency permission to verify any statement on this form and to obtain income tax information for all persons required to report income on this form.

The Paperwork Reduction Act of 1995

The Paperwork Reduction Act of 1995 says that no one is required to respond to a collection of information unless it displays a valid OMB control number, which for this form is 1845-0001. The time required to complete this form is estimated to be one hour, including time to review instructions, search data resources, gather the data needed, and complete and review the information collection. If you have comments about this estimate or suggestions for improving this form, please write to: U.S. Department of Education, Washington DC 20202-4651.

We may request additional information from you to ensure efficient application processing operations. We will collect this additional information only as needed and on a voluntary basis.

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Worksheets

Do not mail these worksheets in with your application.

Keep these worksheets; your school may ask to see them.

Worksheet A

Calendar Year 2000

For question 44 Student/Spouse		For question 78 Parent(s)
$	Earned income credit from IRS Form 1040–line 60a; 1040A–line 38a; 1040EZ–line 8a; or Telefile–line L	$
$	Additional child tax credit from IRS Form 1040–line 62 or 1040A–line 39	$
$	Welfare benefits, including Temporary Assistance for Needy Families (TANF). Don't include food stamps.	$
$	Social Security benefits received that were not taxed (such as SSI)	$
$	— **Enter in question 44.** **Enter in question 78.** —	$

Worksheet B

Calendar Year 2000

For question 45 Student/Spouse		For question 79 Parent(s)
$	Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including amounts reported on the W-2 Form in Box 13, codes D, E, F, G, H, and S	$
$	IRA deductions and payments to self-employed SEP, SIMPLE, and Keogh and other qualified plans from IRS Form 1040–total of lines 23 + 29 or 1040A–line 16	$
$	Child support **received** for all children. Don't include foster care or adoption payments.	$
$	Tax exempt interest income from IRS Form 1040–line 8b or 1040A–line 8b	$
$	Foreign income exclusion from IRS Form 2555–line 43 or 2555EZ–line 18	$
$	Untaxed portions of pensions from IRS Form 1040–lines (15a minus 15b) + (16a minus 16b) or 1040A–lines (11a minus 11b) + (12a minus 12b) excluding rollovers	$
$	Credit for federal tax on special fuels from IRS Form 4136–line 9 – nonfarmers only	$
$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits)	$
$	Veterans noneducation benefits such as Disability, Death Pension, or Dependency & Indemnity Compensation (DIC) and/or VA Educational Work-Study allowances	$
$	Any other untaxed income or benefits not reported elsewhere on Worksheets A and B, such as worker's compensation, untaxed portions of railroad retirement benefits, Black Lung Benefits, Refugee Assistance, etc. **Don't include** student aid, Workforce Investment Act educational benefits, or benefits from flexible spending arrangements, e.g., cafeteria plans.	$
$	Cash **received**, or any money paid on your behalf, not reported elsewhere on this form	XXXXXXXX
$	— **Enter in question 45.** **Enter in question 79.** —	$

Worksheet C

Calendar Year 2000

For question 46 Student/Spouse		For question 80 Parent(s)
$	Education credits (Hope and Lifetime Learning tax credits) from IRS Form 1040-line 46 or 1040A-line 29	$
$	Child support **paid** because of divorce or separation. Do not include support for children in your (or your parents') household, as reported in question 84 (or question 64 for your parents).	$
$	Taxable earnings from Federal Work-Study or other need-based work programs	$
$	Student grant, scholarship, and fellowship aid, including AmeriCorps awards, that was reported to the IRS in your (or your parents') adjusted gross income	$
$	– **Enter in question 46.** **Enter in question 80.** –	$

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Free Application for Federal Student Aid

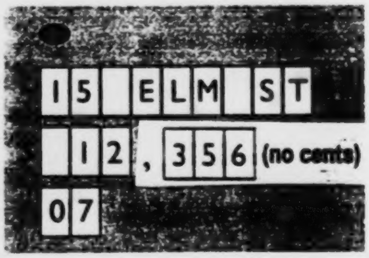
OMB 1845-0001 **July 1, 2000 — June 30, 2001 school year**

Use this form to apply for federal and state* student grants, work-study, and loans.

You can also apply over the Internet at **http://www.fafsa.ed.gov** instead of using this paper form. In addition to federal student aid, you may also be eligible for a Hope or a Lifetime Learning income tax credit, both of which you claim when you file your taxes. For more information on these tax credits, this application, and the U.S. Department of Education's student aid programs, look on the Internet at **http://www.ed.gov/studentaid** You can also call 1-800-4FED-AID (1-800-433-3243) Monday through Friday between 8:00am and 8:00pm eastern time. TTY users may call 1-800-730-8913.

Your answers on this form will be read by a machine. Therefore,

- use black ink or #2 pencil and fill in ovals completely, like this:
- print clearly in CAPITAL letters and skip a box between words:
- report dollar amounts (such as $12,356.00) like this:
- write numbers less than 10 with a zero (0) first:



●

15 ELM ST

12,356 (no cents)

07

Pink is for students and purple is for parents.

- If you are filing a **1999 income tax return,** we recommend that you fill it out before completing this form. However, you do not need to file your income tax return with the IRS before you fill out this form.
- After you complete this application, make a copy of it. Then **send the original of pages 3 through 6** in the attached envelope or send it to Federal Student Aid Programs, P.O. Box 4015, Mt. Vernon, IL 62864-8615.
- We must receive your application—pages 3 through 6—no earlier than **January 1, 2000, and no later than July 2, 2001.**
- You should hear from us within four weeks. If you do not, please call 1-800-433-3243.
- If you or your family has **unusual circumstances** (such as loss of employment) that might affect your need for student financial aid, submit this form and consult with the financial aid office at the college you plan to attend.
- You may also use this form to apply for **aid from other sources, such as your state or college.** The deadlines for states (see below) or colleges may be as early as January 2000 and may differ. You may be required to complete additional forms.

Now go to page 3 and begin filling out this form. Refer to the notes as needed.

Deadline dates for state aid. Generally, state aid comes from your state of legal residence. **Check with your high school guidance counselor** or the financial aid administrator at your college about state and college sources of student financial aid. State deadlines are below.

AZ	June 30, 2001 *(date received)*
*^CA	March 2, 2000 *(date postmarked)*
DE	April 15, 2000 *(date received)*
* DC	June 24, 2000 *(date received by state)*
FL	May 15, 2000 *(date processed)*
HI	March 1, 2000
IL	First-time applicants – September 30, 2000 Continuing applicants – June 30, 2000 *(date received)*
^ IN	For priority consideration – March 1, 2000 *(date postmarked)*
^ IA	June 1, 2000 *(date received)*
* KS	For priority consideration – April 1, 2000 *(date received)*
KY	For priority consideration – March 15, 2000 *(date received)*
^ LA	For priority consideration – April 15, 2000 Final deadline – June 30, 2000 *(date received)*
ME	May 1, 2000 *(date received)*
MD	March 1, 2000 *(date postmarked)*
^ MA	For priority consideration – May 1, 2000 *(date received)*
MI	High school seniors – February 21, 2000 College students – March 21, 2000 *(date received)*
MN	June 30, 2001 *(date received)*
MO	April 1, 2000 *(date received)*
MT	For priority consideration – March 1, 2000 *(date postmarked)*
NH	May 1, 2000 *(date received)*
^ NJ	June 1, 2000 if you received a Tuition Aid Grant in 1999-2000 All other applicants – October 1, 2000, for fall and spring terms – March 1, 2001, for spring term only *(date received)*
*^NY	May 1, 2001 *(date postmarked)*
NC	March 15, 2000 *(date received)*
ND	April 15, 2000 *(date processed)*
OH	October 1, 2000 *(date received)*
OK	April 30, 2000 *(date received)*
OR	May 1, 2001 *(date received)*
* PA	All 1999-2000 State grant recipients and all non-1999-2000 State grant recipients in degree programs – May 1, 2000 All other applicants – August 1, 2000 *(date received)*
PR	May 2, 2001 *(date application signed)*
RI	March 1, 2000 *(date received)*
SC	June 30, 2000 *(date received)*
TN	May 1, 2000 *(date processed)*
*^WV	March 1, 2000 *(date received)*

Check with your financial aid administrator for these states: AL, AK, *AS, AR, CO, *CT, *FM, GA, *GU, ID, *MP, *MH, MS, *NE, *NV, *NM, *PW, *SD, *TX, UT, *VT, *VI, *VA, WA, WI, and *WY.

** Additional form may be required* *^ Applicants encouraged to obtain proof of mailing*

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Notes for questions 14–15 (page 3)

If you are an eligible noncitizen, write in your eight or nine digit Alien Registration Number. Generally, you are an eligible noncitizen if you are: (1) a U.S. permanent resident and you have an Alien Registration Receipt Card (I-551); (2) a conditional permanent resident (I-551C); or (3) an other eligible noncitizen with an Arrival-Departure Record (I-94) from the U.S. Immigration and Naturalization Service showing any one of the following designations: "Refugee," "Asylum Granted," "Indefinite Parole," "Humanitarian Parole," or "Cuban-Haitian Entrant." If you are in the U.S. on only an F1 or F2 student visa, or only a J1 or J2 exchange visitor visa, or a G series visa (pertaining to international organizations), you must fill in oval c. If you are neither a citizen nor eligible noncitizen, you are not eligible for federal student aid. However, you may be eligible for state or college aid. You should check with your financial aid administrator at your school before completing this form.

Notes for questions 18–22 (page 3)

For undergraduates, full time generally means taking at least 12 credit hours in a term or 24 clock hours per week. 3/4 time generally means taking at least 9 credit hours in a term or 18 clock hours per week. Half time generally means taking at least 6 credit hours in a term or 12 clock hours per week. Provide this information about the college you plan to attend.

Notes for question 31 (page 3) — Enter the correct number in the box in question 31.

Enter 1 for 1st bachelor's degree
Enter 2 for 2nd bachelor's degree
Enter 3 for associate degree (occupational or technical program)
Enter 4 for associate degree (general education or transfer program)
Enter 5 for certificate or diploma for completing an occupational, technical, or educational program of less than two years
Enter 6 for certificate or diploma for completing an occupational, technical, or educational program of at least two years
Enter 7 for teaching credential program (nondegree program)
Enter 8 for graduate or professional degree
Enter 9 for other/undecided

Notes for question 32 (page 3) — Enter the correct number in the box in question 32.

Enter 1 for 1st year undergraduate/never attended college
Enter 2 for 1st year undergraduate/attended college before
Enter 3 for 2nd year undergraduate/sophomore
Enter 4 for 3rd year undergraduate/junior
Enter 5 for 4th year undergraduate/senior
Enter 6 for 5th year/other undergraduate
Enter 7 for graduate/professional or beyond

Notes for questions 38 c. and d. (page 4) and 72 c. and d. (page 5)

If you filed or will file a foreign tax return, use the information from your foreign tax return to fill out this form. Convert all figures to U.S. dollars, using the exchange rate that is in effect today.

If you filed or will file a tax return with Puerto Rico, Guam, American Samoa, the Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau, use the information from these tax returns to fill out this form.

Notes for questions 39 (page 4) and 73 (page 5)

In general, a person is eligible to file a 1040A or 1040EZ if he or she makes less than $50,000, does not itemize deductions, does not receive income from his or her own business or farm, and does not receive alimony or capital gains. The person is not eligible if he or she itemizes deductions or receives self-employment income, alimony, or capital gains.

Notes for questions 42 (page 4) and 76 (page 5) — only for people who filed a 1040EZ or Telefile

On the 1040EZ, if a person answered "Yes" on line 5, use EZ worksheet line F to determine the number of exemptions ($2750 equals one exemption). If a person answered "No" on line 5, enter 01 if he or she is single, or 02 if he or she is married.

On the Telefile, use line J to determine the number of exemptions ($2750 equals one exemption).

Notes for questions 49–51 (page 4) and 83–85 (page 5)

Net worth means current value minus debt.

Investments include real estate (other than the home you live in), trust funds, money market funds, mutual funds, certificates of deposit, stocks, bonds, other securities, Education IRAs, installment and land sale contracts (including mortgages held), commodities, etc. Investment value includes the market value of these investments. Do not include the value of life insurance and retirement plans (pension funds, annuities, non-Education IRAs, Keogh plans, etc.) or the value of prepaid tuition plans. Investment debt means only those debts that are related to the investments.

Business value includes the market value of land, buildings, machinery, equipment, and inventory. Business debt means only those debts for which the business was used as collateral.

Notes for question 59 (page 4)

Answer **"Yes"** (you are a veteran) if (1) you have engaged in active service in the U.S. Armed Forces (Army, Navy, Air Force, Marines, and Coast Guard), or were a cadet or midshipman at one of the service academies, and (2) you were released under a condition other than dishonorable. Also answer "Yes" if you are not a veteran now but will be one by June 30, 2001.

Answer **"No"** (you are not a veteran) if (1) you have never served in the U.S. Armed Forces, or (2) you are currently an ROTC student, a cadet or midshipman at a service academy, or a National Guard or Reserves enlistee (and were not activated for duty). Also answer "No" if you are currently serving in the U.S. Armed Forces and will continue to serve through June 30, 2001.

Free Application for Federal Student Aid

OMB 1845-0001

July 1, 2000 — June 30, 2001 school year

Step One: For questions 1-36, leave blank any questions that do not apply to you (the student).

1-3. Your full name (as it appears on your Social Security card)
1. LAST NAME: FOR INFORMATION ONLY
2. FIRST NAME: DO NOT SUBMIT
3. M.I.: ☐

4-7. Your permanent mailing address
4. NUMBER AND STREET (INCLUDE APARTMENT NUMBER)
5. CITY (AND COUNTRY, IF NOT U.S.)
6. STATE
7. ZIP CODE

8. Your Social Security Number: XXX - XX - XXXX

9. Your date of birth: MONTH / DAY / YEAR 19

10. Your permanent telephone number: AREA CODE ( ) -

11. Do you have a driver's license? Yes ○ 1 No ○ 2

12-13. Driver's license number and state
12. LICENSE NUMBER
13. STATE

14. Are you a U.S. citizen? Pick one. **See Page 2.**
- **a. Yes, I am a U.S. citizen.** ○ 1
- **b. No, but I am an eligible noncitizen. Fill in question 15.** ○ 2
- c. No, I am not a citizen or eligible noncitizen. ○ 3

15. ALIEN REGISTRATION NUMBER: A

16. Marital status as of today
- I am single, divorced, or widowed. ○ 1
- I am married. ○ 2
- I am separated. ○ 3

17. Month and year you were married, separated, divorced, or widowed: MONTH / YEAR

For each question (18 - 22), please mark whether you will be full time, 3/4 time, half time, less than half time, or not attending. Mark "Full time" if you are not sure. See page 2.

18. Summer 2000	Full time ○ 1	3/4 time ○ 2	Half time ○ 3	Less than half time ○ 4	Not attending ○ 5
19. Fall semester or quarter 2000	Full time ○ 1	3/4 time ○ 2	Half time ○ 3	Less than half time ○ 4	Not attending ○ 5
20. Winter quarter 2000-2001	Full time ○ 1	3/4 time ○ 2	Half time ○ 3	Less than half time ○ 4	Not attending ○ 5
21. Spring semester or quarter 2001	Full time ○ 1	3/4 time ○ 2	Half time ○ 3	Less than half time ○ 4	Not attending ○ 5
22. Summer 2001	Full time ○ 1	3/4 time ○ 2	Half time ○ 3	Less than half time ○ 4	Not attending ○ 5
23. Highest school your father completed	Middle school/Jr. High ○ 1	High school ○ 2	College or beyond ○ 3	Other/unknown ○ 4	
24. Highest school your mother completed	Middle school/Jr. High ○ 1	High school ○ 2	College or beyond ○ 3	Other/unknown ○ 4	

25. What is your state of legal residence? STATE

26. Did you become a legal resident of this state before January 1, 1995? Yes ○ 1 No ○ 2

27. If the answer to question 26 is **"No,"** give month and year you became a legal resident. MONTH / YEAR

28. If you have **never** been convicted of any illegal drug offense, enter "1" in the box and go to question 29. A drug-related conviction does not necessarily make you ineligible for aid; call 1-800-433-3243 or go to http://www.fafsa.ed.gov/q28 to find out how to fill out this question. ☐

29. Most male students must register with Selective Service to get federal aid. Are you male? Yes ○ 1 No ○ 2

30. If you are male (age 18-25) and not registered, do you want Selective Service to register you? Yes ○ 1 No ○ 2

31. What degree or certificate will you be working towards during 2000-2001? **See page 2** and enter the correct number in the box. ☐

32. What will be your grade level when you begin the 2000-2001 school year? **See page 2** and enter the correct number in the box. ☐

33. Will you have a high school diploma or GED before you enroll? Yes ○ 1 No ○ 2

34. Will you have your first bachelor's degree before July 1, 2000? Yes ○ 1 No ○ 2

35. In addition to grants, are you interested in student loans (which you must pay back)? Yes ○ 1 No ○ 2

36. In addition to grants, are you interested in "work-study" (which you earn through work)? Yes ○ 1 No ○ 2

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Step Two: For 37-51, if you (the student) are now married (even if you were not married in 1999), report both your and your spouse's income and assets. Ignore references to "spouse" if you are currently single, separated, divorced, or widowed.

37. For 1999, have you filed your IRS income tax return or another tax return listed in **question 38**?

a. I have already filed. ○ 1 b. I will file, but I have not yet filed. ○ 2 c. I'm not going to file. (Skip to question 44.) ○ 3

38. What income tax return did you file or will you file for 1999?

a. IRS 1040 ○ 1
b. IRS 1040A, 1040EZ, 1040Telefile ○ 2
c. A foreign tax return. **See Page 2.** ○ 3
d. A tax return for Puerto Rico, Guam, American Samoa, the Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau. **See Page 2.** ○ 4

39. If you have filed or will file a 1040, were you eligible to file a 1040A or 1040EZ? **See page 2.** Yes ○ 1 No/don't know ○ 2

For questions 40-53, if the answer is zero or the question does not apply to you, enter 0.

40. What was your (and spouse's) adjusted gross income for 1999? Adjusted gross income is on IRS Form 1040–line 33; 1040A–line 18; 1040EZ–line 4; or Telefile–line I. $ ☐☐☐ , ☐☐☐

41. Enter the total amount of your (and spouse's) income tax for 1999. Income tax amount is on IRS Form 1040–line 49 plus 51; 1040A–line 32; 1040EZ–line 10; or Telefile–line K. $ ☐☐ , ☐☐☐

42. Enter your (and spouse's) exemptions. Exemptions are on IRS Form 1040–line 6d, or on Form 1040A–line 6d. For Form 1040EZ or Telefile, **see page 2.** ☐☐

43. Enter your Earned Income Credit from IRS Form 1040–line 59a; 1040A–line 37a; 1040EZ–line 8a; or Telefile–line L. $ ☐☐ , ☐☐☐

44-45. How much did you (and spouse) earn from working in 1999? Answer this question whether or not you filed a tax return. This information may be on your W-2 forms, or on IRS Form 1040–lines 7, 12, and 18; 1040A–line 7; or 1040EZ–line 1. Telefilers should use their W-2's.

You (44) $ ☐☐☐ , ☐☐☐
Your Spouse (45) $ ☐☐☐ , ☐☐☐

46. Go to page 8 of this form; complete the column on the left of **Worksheet A**; enter student total here. $ ☐☐ , ☐☐☐

47. Go to page 8 of this form; complete the column on the left of **Worksheet B**; enter student total here. $ ☐☐ , ☐☐☐

48. Total current balance of cash, savings, and checking accounts $ ☐☐☐ , ☐☐☐

For 49-51, if net worth is one million or more, enter $999,999. If net worth is negative, enter 0.

49. Current net worth of investments (investment value minus investment debt) **See page 2.** $ ☐☐☐ , ☐☐☐

50. Current net worth of business (business value minus business debt) **See page 2.** $ ☐☐☐ , ☐☐☐

51. Current net worth of investment farm (Don't include a farm that you live on and operate.) $ ☐☐☐ , ☐☐☐

52-53. If you receive veterans education benefits, for **how many months** from July 1, 2000 through June 30, 2001 will you receive these benefits, and **what amount** will you receive per month? Do not include your spouse's veterans education benefits.

Months (52) ☐☐
Amount (53) $ ☐☐☐

Step Three: Answer all six questions in this step.

54. Were you born before January 1, 1977? Yes ○ 1 No ○ 2
55. Will you be working on a degree beyond a bachelor's degree in school year 2000-2001? Yes ○ 1 No ○ 2
56. As of today, are you married? (Answer yes if you are separated, but not divorced.) Yes ○ 1 No ○ 2
57. Answer "**Yes**" if: (1) You have children who receive more than half of their support from you; **or**
(2) You have dependents (other than your children or spouse) who live with you and receive more than half of their support from you, now and through June 30, 2001. Yes ○ 1 No ○ 2
58. Are you an orphan or ward of the court or were you a ward of the court until age 18? Yes ○ 1 No ○ 2
59. Are you a veteran of the U.S. Armed Forces? **See page 2.** Yes ○ 1 No ○ 2

If you (the student) answer "No" to every question in Step Three, go to Step Four.

If you answer "Yes" to any question in Step Three, skip Step Four and go to Step Five.

(If you are a graduate health profession student, you may be required to complete Step Four even if you answered "Yes" to any question in Step Three.)

Step Four: Complete this step if you (the student) answered "No" to all questions in Step Three. Please tell us about your parents. **See page 7 for who is considered a parent.**

60. Parents' marital status as of today? (Pick one.) Married ○ 1 Single ○ 2 Divorced/Separated ○ 3 Widowed ○ 4

61-62. Your father's Social Security Number and last name — 61. FATHER'S/STEPFATHER'S SSN ☐☐☐-☐☐-☐☐☐☐ 62. FATHER'S/STEPFATHER'S LAST NAME

63-64. Your mother's Social Security Number and last name — 63. MOTHER'S/STEPMOTHER'S SSN ☐☐☐-☐☐-☐☐☐☐ 64. MOTHER'S/STEPMOTHER'S LAST NAME

65. How many people are in your parents' household? **See page 7.** ☐☐

66. How many in question 65 **(exclude your parents)** will be college students between July 1, 2000, and June 30, 2001? **See page 7.** ☐

67. What is your parents' state of legal residence? STATE ☐☐

68. Did your parents become legal residents of the state in question 67 before January 1, 1995? Yes ○ 1 No ○ 2

69. If the answer to question 68 is "No," give the month and year legal residency began for the parent who has lived in the state the longest. MONTH ☐☐ / YEAR ☐☐☐☐

70. What is the age of your older parent? ☐☐

71. For 1999, have your parents filed their IRS income tax return or another tax return listed in **question 72?**

a. My parents have already filed. ○ 1

b. My parents will file, but they have not yet filed. ○ 2

c. My parents are not going to file. (Skip to question 78.) ○ 3

72. What income tax return did your parents file or will they file for 1999?

a. IRS 1040 ○ 1

b. IRS 1040A, 1040EZ, 1040Telefile ○ 2

c. A foreign tax return. See Page 2. ○ 3

d. A tax return for Puerto Rico, Guam, American Samoa, the Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau. See Page 2. ○ 4

73. If your parents have filed or will file a 1040, were they eligible to file a 1040A or 1040EZ? **See page 2.** Yes ○ 1 No/don't know ○ 2

For 74 - 85, if the answer is zero or the question does not apply, enter 0.

74. What was your parents' adjusted gross income for 1999? Adjusted gross income is on IRS Form 1040–line 33; 1040A–line 18; 1040EZ–line 4; or Telefile–line I. $☐☐☐,☐☐☐

75. Enter the total amount of your parents' income tax for 1999. Income tax amount is on IRS Form 1040–line 49 plus 51; 1040A–line 32; 1040EZ–line 10; or Telefile–line K. $☐☐☐,☐☐☐

76. Enter your parents' exemptions. Exemptions are on IRS Form 1040–line 6d or on Form 1040A–line 6d. For Form 1040EZ or Telefile, **see page 2.** ☐☐

77. Enter your parents' Earned Income Credit from IRS Form 1040–line 59a; 1040A–line 37a; 1040EZ–line 8a; or Telefile–line L. $☐☐,☐☐☐

78-79. How much did your parents earn from working in 1999? Answer this question whether or not your parents filed a tax return. This information may be on their W-2 forms, or on IRS Form 1040–lines 7, 12, and 18; 1040A–line 7; or 1040EZ–line 1. Telefilers should use their W-2's.

Father/Stepfather (78) $☐☐☐,☐☐☐

Mother/Stepmother (79) $☐☐☐,☐☐☐

80. Go to page 8 of this form; complete the column on the right of **Worksheet A**; enter parent total here. $☐☐,☐☐☐

81. Go to page 8 of this form; complete the column on the right of **Worksheet B**; enter parent total here. $☐☐,☐☐☐

82. Total current balance of cash, savings, and checking accounts $☐☐☐,☐☐☐

For 83–85, if net worth is one million or more, enter $999,999. If net worth is negative, enter 0.

83. Current net worth of investments (investment value minus investment debt) **See page 2.** $☐☐☐,☐☐☐

84. Current net worth of business (business value minus business debt) **See page 2.** $☐☐☐,☐☐☐

85. Current net worth of investment farm (Don't include a farm that your parents live on and operate.) $☐☐☐,☐☐☐

Now go to Step Six.

Step Five: Complete this step only if you (the student) answered "Yes" to any question in Step Three.

86. How many people are in your (and your spouse's) household? **See page 7.** ☐☐

87. How many in question 86 will be college students between July 1, 2000, and June 30, 2001? **Do not include your parents. See page 7.** ☐

Step Six: Please tell us which schools should receive your information.

For each school (up to six), please provide the federal school code and your housing plans **(enter "1" for on campus, "2" for off campus, and "3" for with parents)**. Look for the federal school codes on the Internet at **http://www.ed.gov/studentaid**, at your college financial aid office, at your public library, or by asking your high school guidance counselor. If you cannot get the federal school code, write in the complete name, address, city, and state of the college.

	Federal school code	OR Name of college	College street address and city	State	Housing Plans
88.	FIRST SCHOOL CODE ☐☐☐☐☐☐			☐☐	89. ☐
90.	SECOND SCHOOL CODE ☐☐☐☐☐☐			☐☐	91. ☐
92.	THIRD SCHOOL CODE ☐☐☐☐☐☐			☐☐	93. ☐
94.	FOURTH SCHOOL CODE ☐☐☐☐☐☐			☐☐	95. ☐
96.	FIFTH SCHOOL CODE ☐☐☐☐☐☐			☐☐	97. ☐
98.	SIXTH SCHOOL CODE ☐☐☐☐☐☐			☐☐	99. ☐

Step Seven: Please read, sign, and date.

By signing this application, you agree, if asked, to provide information that will verify the accuracy of your completed form. This information may include a copy of your U.S. or state income tax form. Also, you certify that you (1) will use federal and/or state student financial aid only to pay the cost of attending an institution of higher education, (2) are not in default on a federal student loan or have made satisfactory arrangements to repay it, (3) do not owe money back on a federal student grant or have made satisfactory arrangements to repay it, (4) will notify your school if you default on a federal student loan, and (5) understand that **the Secretary of Education has the authority to verify income reported on this application with the Internal Revenue Service.** If you purposely give false or misleading information, you may be fined $10,000, sent to prison, or both.

100. Date this form was completed.

MONTH ☐☐ / DAY ☐☐ / 2000 ○ or 2001 ○

101. Student signature (Sign in box)

1 **FOR INFORMATION ONLY.**

Parent signature (one parent whose information is provided in Step Four.) (Sign in box)

2 **DO NOT SUBMIT.**

If this form was filled out by someone other than you, your spouse, or your parent(s), that person must complete this part.

Preparer's Name and Firm ______________________

Address ______________________

102. Social Security # ☐☐☐-☐☐-☐☐☐☐

OR

103. Employer ID # ☐☐-☐☐☐☐☐☐☐

104. Signature and Date ______________________

SCHOOL USE ONLY

D/O ○ Federal School Code ☐☐☐☐☐☐

FAA SIGNATURE

MDE USE ONLY

Special Handle ☐-☐☐☐☐☐☐☐

Notes for questions **60–85** (page 5) **Step Four:** Who is considered a parent in this Step?

If your parents are both living and married to each other, answer the questions about them. (You will be providing information about two people.)

If your parent is widowed or single, answer the questions about that parent. (You will be providing information about one person.) If your widowed parent has remarried as of today, answer the questions about that parent and the person whom your parent married. (You will be providing information about two people.)

If your parents have divorced or separated, answer the questions about the parent you lived with more during the past 12 months. If you did not live with one parent more than the other, give answers about the parent who provided more financial support during the last 12 months, or during the most recent year that you actually were supported by a parent. (You will be providing information about one person.) If this parent has remarried as of today, answer the questions on the rest of this form about that parent and the person whom your parent married. (You will be providing information about two people.)

Notes for question **65** (page 5)

Include in your parents' household:

- yourself and your parents, and
- your parents' other children if (a) your parents will provide more than half of their support from July 1, 2000 through June 30, 2001 or (b) the children could answer "No" to every question in Step Three, and
- other people if they now live with your parents, your parents provide more than half of their support and will continue to provide more than half of their support from July 1, 2000 through June 30, 2001.

Notes for questions **66** (page 5) and **87** (page 6)

Count yourself as a college student even if you will attend college less than half time in 2000-2001. **Do not include your parents.** Include others only if they will attend at least half time in 2000-2001 in a program that leads to a college degree or certificate.

Notes for question **86** (page 6)

Include in your (and your spouse's) household:

- yourself (and your spouse, if you have one), and
- your children, if you will provide more than half of their support from July 1, 2000 through June 30, 2001, and
- other people if they now live with you, and you provide more than half of their support and will continue to provide more than half of their support from July 1, 2000 through June 30, 2001.

Information on the Privacy Act and use of your Social Security Number.

We use the information that you provide on this form to determine if you are eligible to receive federal student financial aid and the amount that you are eligible to receive. Section 483 of the Higher Education Act of 1965, as amended, gives us the authority to ask you and your parents these questions, and to collect the social security numbers of you and your parents.

State and institutional student financial aid programs may also use the information that you provide on this form to determine if you are eligible to receive state and institutional aid and the need that you have for such aid. Therefore, we will disclose the information that you provide on this form to each institution you list in questions 88–99, state agencies in your state of legal residence, and the state agencies of the states in which the colleges that you list in questions 88–99 are located.

If you are applying solely for federal aid, you must answer all of the following questions that apply to you: 1–9, 14–16, 25, 28–30, 33–34, 37–41, 43–51, 54–60, 65–67, 70–75, 77-87, and 100–101. If you do not answer these questions, you will not receive federal aid.

Without your consent, we may disclose information that you provide to entities under a published "routine use." Under such a routine use, we may disclose information to third parties that we have authorized to assist us in administering the above programs; to other federal agencies under computer matching programs, such as those with the Internal Revenue Service, Social Security Administration, Selective Service System, Immigration and Naturalization Service, and Veterans Administration; to your parents or spouse; and to members of Congress if you ask them to help you with student aid questions.

If the federal government, the U.S. Department of Education, or an employee of the U.S. Department of Education is involved in litigation, we may send information to the Department of Justice, or a court or adjudicative body, if the disclosure is related to financial aid and certain conditions are met. In addition, we may send your information to a foreign, federal, state, or local enforcement agency if the information that you submitted indicates a violation or potential violation of law, for which that agency has jurisdiction for investigation or prosecution. Finally, we may send information regarding a claim that is determined to be valid and overdue to a consumer reporting agency. This information includes identifiers from the record; the amount, status, and history of the claim; and the program under which the claim arose.

State Certification.

By submitting this application, you are giving your state financial aid agency permission to verify any statement on this form and to obtain income tax information for all persons required to report income on this form.

The Paperwork Reduction Act of 1995

The Paperwork Reduction Act of 1995 says that no one is required to respond to a collection of information unless it displays a valid OMB control number, which for this form is 1845-0001. The time required to complete this form is estimated to be one hour, including time to review instructions, search data resources, gather the data needed, and complete and review the information collection. If you have comments about this estimate or suggestions for improving this form, please write to: U.S. Department of Education, Washington DC 20202-4651.

Worksheets – Even though you may have few of these items, check carefully.

Do not mail these worksheets in with your application. Keep these worksheets with a copy of your application.

Worksheet A

For question **46**: Enter and add together all of the following that apply to you (and your spouse) in the column on the left. Enter the total amount in question 46 on page 4.

For question **80**: Enter and add together all of the following that apply to your parents in the column on the right (if you are required to complete Step 4 of the application). Enter the total amount in question 80 on page 5.

For question 46 **Student (and spouse)**	**Calendar Year 1999**	**For question 80** **Parent(s)**
$	Payments to tax-deferred pension and savings plans (paid directly or withheld from earnings), including amounts reported on the W-2 Form in Box 13, codes D, E, F, G, H, and S. Include untaxed portions of 401(k) and 403(b) plans.	$
$	Deductible IRA and/or Keogh payments: IRS Form 1040–total of lines 23 and 29; or 1040A–line 15	$
$	Child support **received** for all children. Don't include foster care or adoption payments.	$
$	Welfare benefits, including Temporary Assistance for Needy Families (TANF). Don't include food stamps.	$
$	Tax exempt interest income from IRS Form 1040–line 8b; or 1040A–line 8b	$
$	Foreign income exclusion from IRS Form 2555–line 43; or 2555EZ–line 18	$
$	Untaxed portions of pensions from IRS Form 1040–(line 15a minus 15b) plus (16a minus 16b); or 1040A–(line 10a minus 10b) plus (11a minus 11b) excluding rollovers	$
$	Credit for federal tax on special fuels from IRS Form 4136–line 9 – nonfarmers only	$
$	Social Security benefits received that were not taxed	$
$	Housing, food, and other living allowances paid to members of the military, clergy, and others (including cash payments and cash value of benefits)	$
$	Workers' Compensation	$
$	Veterans noneducation benefits, such as Death Pension or Dependency & Indemnity Compensation (DIC)	$
$	Any other untaxed income and benefits, such as VA Educational Work-Study allowances, untaxed portions of Railroad Retirement Benefits, Black Lung Benefits, Refugee Assistance, etc. Don't include student aid, educational WIA (formerly JTPA) benefits, or benefits from flexible spending arrangements, e.g., cafeteria plans.	$
$	Cash **received**, or any money paid on your behalf, not reported elsewhere on this form	XXXXXXXXX
$	(Enter this amount in question 46.) (Enter this amount in question 80.)	$
Student (and spouse) total		**Parent(s) total**

Worksheet B

For question **47**: Enter and add together all of the following that apply to you (and your spouse) in the column on the left. Enter the total amount in question 47 on page 4.

For question **81**: Enter and add together all of the following that apply to your parents in the column on the right (if you are required to complete Step 4 of the application). Enter the total amount in question 81 on page 5.

For question 47 **Student (and spouse)**	**Calendar Year 1999**	**For question 81** **Parent(s)**
$	Education credits (Hope and Lifetime Learning Tax Credits) from IRS Form 1040-line 44; or 1040A-line 29.	$
$	Child support **paid** because of divorce or separation. Do not include support for children in your (or your parents') household, as reported in question 86 (or question 65 for your parents).	$
$	Taxable earnings from Federal Work-Study or other need-based work programs	$
$	AmeriCorps awards — living allowances only	$
$	Student grant and scholarship aid (in excess of the tuition, fees, books, and supplies) that was reported to the IRS in question 40 for students and 74 for parents	$
$	(Enter this amount in question 47.) (Enter this amount in question 81.)	$
Student (and spouse) total		**Parent(s) total**

UNITED STATES DEPARTMENT OF EDUCATION
1-800-4FED-AID (1-800-433-3243 or TTY: 1-800-730-8913)
http://www.fafsa.ed.gov

OMB No. 1845-0008
Form Approved
Exp. 12/31/2002

** DRAFT **

000117C041

CHRISTOPHER E. STUDENT
1234 ABCDEFGHIJKLMNOPQRSTUVXYZABCDE
ABCDEFGHIJKLMNOPQ, MD 12345

June 27, 2001
EFC: 00000
DRN: 2401

Dear Christopher E. Student,

Thank you for submitting your information for federal student aid to the U.S. Department of Education.

This is your Student Aid Report (SAR) for the 2001-2002 award year.

You (the Student)

Here is where you are this year in the process of applying for student financial aid:

1. You applied with a FAFSA or a Renewal FAFSA, or you made changes to your SAR.
2. **Now you should check your SAR information. If it is correct, you do not need to return it to us.**
3. You will be asked by your school(s) to provide copies of certain financial documents.

U.S. Department of Education

Here is where we are in collecting, processing, and storing your information for the 2001-2002 award year:

1. We received your information and processed it. Our results are below.
2. We sent your information and our results to you and your school(s).
3. **We will update your federal student aid record with any changes you make.**

Your expected family contribution (EFC) is the part of your educational cost that you and/or your family are expected to provide. Based on the information we have on record for you, your EFC is 00000. Your school will use this number to determine what types of aid and how much you are eligible for.

School(s)

Check with your school(s) to see where they are in putting together your 2001-2002 student financial aid package:

1. Your school(s) received your information and our results.
2. **Your school(s) will ask you to verify your information.**
3. Your school(s) may put together or change an aid package and notify you with an award letter.

The amount of aid you receive from your school(s) will depend on the cost of attendance at your school(s), your enrollment status (full-time, three-quarter-time, half-time, or less than half-time), Congressional budget restrictions, and other factors. Review your financial aid award letter from your school(s) or contact your financial aid administrator.

Now go to page 3 to see what you need to do next.

THE OFFICE OF MANAGEMENT & BUDGET WANTS YOU TO KNOW:

- According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1845-0008. The time required to complete this information collection is estimated to be an average of 15 to 30 minutes, including the time to review instructions, search existing data resourses, gather the data needed, and complete and review the information collected. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form please write to: U.S. Department of Education, Washington, DC 20202-4651. If you have any comments or concerns regarding the status of your individual submission of this form, write directly to: Federal Student Aid Information Center, P.O. Box 84, Washington, DC 20044.

- By answering questions 86 through 97, and signing the Free Application for Federal Student Aid, you give permission to the U.S. Department of Education to provide information from your application to the college(s) listed in Step 6. You also agree that such information is deemed to incorporate by reference the certification statement in Step 7 of the financial aid application.

WARNING: If you are convicted of drug distribution or possession, your eligibility for TITLE IV student financial aid is subject to suspension or termination.

For Financial Aid Office Use Only

```
This information will be used by your Financial Aid Administrator
to determine your eligibilty for student aid.

  SAR C Flag: C              Model: I                      Reprocessing Code: X
  Agency Source: 5           SysGen: X                     Reject Reasons: X
  Record Source Type: R      Dependency Override: X        Application Receipt Date: 06/19/2000
  Record Type: X             Early Analysis Flag: X        Transaction Receipt Date: 06/19/2000
  Verification Flag: N       FAA Adjustment: X             Subsequent Application Flag: X

  MONTHS:              1     2     3     4     5     6     7     8     9     10    11    12
  PRIMARY EFC:       00000 00000 00000 00000 00000 00000 00000 00000 00000 00000 00000 00000
  SECONDARY EFC:     00000 00000 00000 00000 00000 00000 00000 00000 00000 00000 00000 00000

  Auto Zero EFC Flag:         SNT Flag: N   Pell Eligible Flag: Y

  MATCH FLAGS:
     SSN Match Flag: 4        Selective Service Registration Flag: X    Selective Service Match: X
     INS Match Flag: X        INS Verification #: XXXXXXXXXXX           SSA Citizenship Code: X
     INS Sec. Conf. Flag: X   NSLDS Results Flag: 1                     NSLDS Transaction Number: 01
     NSLDS Match Flag: 2      VA Match Flag: 1                          PRIS Match Flag: X

  COMMENTS: 001 002 003 004 005 006 007 008 009 010 011 012 013 014 015 016 017 018 019 020
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COMMENTS ABOUT YOUR INFORMATION

Based on the information we have on record for you, YOUR EFC IS 00000. Your school will use this number to determine what types of aid and how much you are eligible for. You may be eligible to receive a Federal Pell Grant and other federal student aid.

You left item 35 blank. IF YOU HAVE A DRUG CONVICTION, you MUST answer item 35. Your failure to accurately answer this question could result in legal action against you by the U.S. Government. Use the enclosed worksheet to determine your answer to this question. You can resolve this matter quickly by calling 1-800-4FED-AID (1-800-433-3243) or by going to www.fafsa.ed.gov. You can also use Part 2 of this report. A drug conviction does not necessarily disqualify you from receiving student aid.

The National Student Loan Data System (NSLDS) indicates that you are in DEFAULT on a federal student loan. You are not eligible to receive any federal student aid until your default status has ben resolved.

Contact the following agency(ies) regarding your defaulted federal student loan.

Call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, Atlanta Service Center, 61 Forsyth Street, Room 19T89, Atlanta, Georgia 30303. (EDR 04)

We assumed certain information to calculate your eligiblity for federal aid. We printed the assumption we made and the word "assumed" in the "You told us" column for each of these items. If our assumptions are correct, do not change them.

Be sure to review the items printed in darker print on this SAR and make corrections if necessary.

We could not send your name to Selective Service as you requested because you did not give us enough information, you are outside the age range range for resgistration, or you did not sign your form. If you are at least 18 but not yet 26, you may register by answering "yes" to both items 27 and 28 on this SAR. You must also provide information for items 1, 2, and 9. You may also register by completing a Selective Service registration form, available at your local post office, or by registering on-lin at www.sss.gov. If you are a male who has reached age 26, you cannot use the SAR to register. You must contact Selective Service at 847-688-6888 to resolve your registration status before you can receive federal student aid. You are exempt from registering if born before 1960.

If you need additional help with your SAR, contact your school Financial Aid Administrator (FAA) or the Federal Student Aid Information Center at 1-800-4FED-AID (1-800-433-3243). If your address changes, send in the correction on your SAR or call 1-800-4FED-AID to make the correction on your record.

You may need this information to answer Question 29 on Page 6.

Codes for Question 29: TYPE OF DEGREE/CERTIFICATE

1 - 1st Bachelor's degree
2 - 2nd Bachelor's degree
3 - Associate degree (occupational or technical program)
4 - Associate degree (general education or transfer program)
5 - Certificate or diploma for completing an occupational, technical, or educational program less than two years
6 - Certificate or diploma for completing an occupational, technical, or educational program of at least two years
7 - Teaching credential program (non-degree program)
8 - Graduate or professional degree
9 - Other/Undecided

Your Financial Aid History Information

Total Loan Amounts:

FFELP/Direct loans:	Total principal balance:	Remaining amount to be disbursed to you:	Total:
Subsidized loans:	$ 123,456	$ 123,456	$ 123,456
Unsubsidized loans:	$ 123,456	$ 123,456	$ 123,456
Combined loans:	$ 123,456	$ 123,456	$ 123,456
FFEL Consolidation loans:	$ 123,456		$ 123,456

Perkins loans:

Outstanding principal balance:	$ 123,456
Current year loan amount:	$ 123,456

Defaulted Loan Detail Information:	Net loan amount	Loan begin date	Loan end date	Grade level
Loan type: FFEL Stafford Unsubsidized Status code ID as of 08/30/99 Outstanding balance $ 123,456 as of 03/31/00	$ 123,456	08/30/99	05/14/00	2
Loan type: FFEL Stafford Subsidized Status code ID as of 08/30/99 Outstanding balance $ 123,456 as of 03/31/00	$ 123,456	08/30/99	05/14/00	2
Loan type: Federal Perkins Status code DU as of 12/23/96 Outstanding balance $ 123,456 as of 09/29/88	$ 123,456	08/30/99	05/14/00	2
Loan type: FFEL Stafford Unsubsidized Status code DU as of 04/06/96 Outstanding balance $ 123,456 as of 08/26/99	$ 123,456	08/30/99	05/14/00	2

Use your U.S. Department of Education PIN to see more information about your financial aid history at www.nslds.ed.gov on the Internet. For more information about your PIN, go to www.pin.ed.gov

Exp. 12/31/2002

Check your SAR

- If you find a mistake, or an answer has changed, put the correct answer in the boxes or completely fill in an oval (example: ●).
- Look for arrows (—> or ⤵) in the area next to your information. For these items, you must give us a new answer, or if your current answer is correct, re-write the same information exactly.
- If you want to delete an answer, draw a line through your answer and through the empty boxes or ovals.

Processed: 06/27/2001 ** DRAFT ** **123-45-6789 ST-01 DRN: 123**

Step One: You (The Student)

1. Last Name: STUDENT
2. First Name: CHRISTOPHER
3. Middle Initial: N

FOR INFORMATION ONLY DO NOT SUBMIT

4. Permanent Street Address: 1000 NORTH LIBERTY STREET

5. City: IOWA CITY
6. State Abbreviation: IA
7. ZIP Code: 20724

8. Social Security Number: 123-45-6789 — XXX-XX-XXXX
9. Date of Birth: AUGUST 02, 1966 — Use MM/DD/CCYY format (e.g., 05/01/1980) — __/__/19__
10. Permanent Home Phone Number: (301) 555-1212 — ( ) ___-____

11. Driver's License Number ST17983-IA-000123008	
12. Driver's License State Abbreviation IA	
13. Citizenship Status U.S. CITIZEN	U.S. Citizen ○ 1 Eligible Non-Citizen ○ 2 Neither ○ 3
14. Alien Registration Number (BLANK)	A
15. Marital Status UNMARRIED	Single, Divorced or Widowed ○ 1 Married/Remarried ○ 2 Separated ○ 3
16. Date of Marital Status DECEMBER 1999	__/____ Use MM/CCYY format (e.g., 05/1996)
17. Summer Term 2001 FULL TIME/NOT SURE	Full time/Not sure ○ 1 3/4 time ○ 2 Half time ○ 3 Less than half time ○ 4 Not attending ○
18. Fall Semester or Quarter 2001 FULL TIME/NOT SURE	Full time/Not sure ○ 1 3/4 time ○ 2 Half time ○ 3 Less than half time ○ 4 Not attending ○
19. Winter Quarter 2001-2002 FULL TIME/NOT SURE	Full time/Not sure ○ 1 3/4 time ○ 2 Half time ○ 3 Less than half time ○ 4 Not attending ○
20. Spring Semester or Quarter 2002 FULL TIME/NOT SURE	Full time/Not sure ○ 1 3/4 time ○ 2 Half time ○ 3 Less than half time ○ 4 Not attending ○
21. Summer Term 2002 FULL TIME/NOT SURE	Full time/Not sure ○ 1 3/4 time ○ 2 Half time ○ 3 Less than half time ○ 4 Not attending ○
22. Father's Educational Level UNKNOWN	Middle school/Jr. High ○ 1 High school ○ 2 College or beyond ○ 3 Other/unknown ○ 4
23. Mother's Educational Level UNKNOWN	Middle school/Jr. High ○ 1 High school ○ 2 College or beyond ○ 3 Other/unknown ○ 4

Remember to completely f in the oval as follows: ●

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You Told Us	Write in Information for New or Corrected Items only.
24. State of Legal Residence Abbreviation MD	☐☐
25. Did you become a legal resident of this state before January 1, 1996? YES	Yes ○ 1 No ○ 2
26. If you answered "No" to question 25, date you became a legal resident. (BLANK)	☐☐ / ☐☐☐☐ Use MM/CCYY format (e.g., 05/1980)
27. Are you male? YES	Yes ○ 1 No ○ 2
28. If you are male, 18-25, not registered, do you want Selective Service to register you? YES	Yes ○ 1 No ○ 2
29. Type of Degree/Certificate 1ST BA	☐ Enter Code from Page 4
30. Grade Level in College in 2001-2002? 2ND/SOPHOMORE	1st Never Attended....... ○ 0 1st Previously Attended ○ 1 2nd/Sophomore ○ 2 3rd/Junior........ ○ 3 4th/Senior.. ○ 4 5th or More ○ 5 1st Yr. Graduate/Professional ○ Cont. Graduate/Professional ○

You Told Us	Write in Information for Ne or Corrected Items only.
31. High School Diploma or GED? YES	Yes ○ 1 No ○ 2
32. First Bachelor's Degree by 7-1-2001? NO	Yes ○ 1 No ○ 2
33. Interested in Student Loans? YES	Yes ○ 1 No ○ 2
34. Interested in Work-Study? NO	Yes ○ 1 No ○ 2
35. Aid Eligibility Response (Drug Conv.) ELIGIBLE FOR AID	Eligible for Aid.......... ○ 1 Part-year Eligibility.. ○ 2 Ineligible/don't know ○ 3

Step Two: 2000 Student (and Spouse) Income and Assets

For 36-49, report your (the student's) income and assets. If you are married, report your spouse's income and assets, even if you were not married in 2000. Ignore references to "spouse" if you are currently single, separated, divorced, or widowed. Remember to completely fill in the oval as follows: ●

36. Filed 2000 Income Tax Return ALREADY COMPLETED	Have already completed ○ 1 Will file, have not yet completed ○ 2 Not going to file. ○ 3
37. Type of 2000 Tax Form Used 1040	A. IRS 1040...................... ○ 1 B. IRS 1040A, 1040 EZ, 1040 Telefile................ ○ 2 C. A foreign tax return.................... ○ 3 D. A tax return for Puerto Rico, Guam, American Samoa, the Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau. ○ 4
38. If you filed or will file a 1040, were you eligible to file a 1040A or 1040EZ? (BLANK)	Yes ○ 1 No ○ 2 Don't Know ○ 3

For 39-51 (Student's Info.) and 73-83 (Parent's Info.), if the answer is zero or the question does not apply to you, enter 0.

Report dollar amounts (such as $12,356.00) like this: **SAMPLE** ➡ $ ☐12, 356 (no cents)

39. Adjusted Gross Income from IRS Form (Refer to IRS Form 1040-line XX; 1040A-line XX; 1040EZ-line XX; or Telefile-line X.) $ (BLANK) (999,999 ASSUMED)	$ ☐☐☐ , ☐☐☐
40. U.S. Income Tax Paid (Refer to IRS Form 1040-line XX; 1040A-line XX; 1040EZ-line XX; or Telefile-line X.) $ (BLANK) (00,000 ASSUMED)	$ ☐☐ , ☐☐☐
41. Exemptions Claimed (Refer to IRS Form 1040-line XX; 1040A-line XX; 1040EZ-line or Telefile-line, see X.) 02	☐☐

For 42-43, answer the questions whether or not you filed a tax return. This information may be on your W-2 forms, or on IRS Form 1040-lines X+XX+XX; 1040A-line x; or 1040EZ-X. Telefilers should use their W-2's.

42. Student's Income Earned from Work $ (BLANK) (999,999 ASSUMED)	$ ☐☐☐ , ☐☐☐
43. Spouse's Income Earned from Work $ (BLANK) (999,999 ASSUMED)	$ ☐☐☐ , ☐☐☐

44. Amount from FAFSA Worksheet A $ 12,345	$ ☐☐ , ☐☐☐
45. Amount from FAFSA Worksheet B $ 12,345	$ ☐☐ , ☐☐☐
46. Amount from FAFSA Worksheet C $ 12,345 (00,000 ASSUMED)	$ ☐☐ , ☐☐☐
47. Net Worth of current Investments $ 123,456	$ ☐☐☐ , ☐☐☐
48. Net Worth of Business/Investment Farms $ 123,456	$ ☐☐☐ , ☐☐☐
49. Cash, Savings and Checking $ 123,456	$ ☐☐☐ , ☐☐☐
50. How many Months Receive VA Education Benefits? 00	☐☐
51. Monthly VA Benefits Amount $ 123	$ ☐☐☐

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Step Three: Student Status

You Told Us	Write in Information for New or Corrected Items only.
52. Born Before 1-1-1978? NO (YES ASSUMED)	Yes ○ 1 No ○ 2
53. Working on a masters or doctorate program in 2001-2002? NO	Yes ○ 1 No ○ 2
54. Are You Married? (BLANK) (YES ASSUMED)	Yes ○ 1 No ○ 2
55. Have Children you support? (BLANK)	Yes ○ 1 No ○ 2

You Told Us	Write in Information for Ne or Corrected Items only.
56. Have Dependents Other Than Children or Spouse? (BLANK)	Yes ○ 1 No ○ 2
57. Orphan or Ward of Court or Ward of the Court until age 18? NO	Yes ○ 1 No ○ 2
58. Veteran of U.S. Armed Forces? YES	Yes ○ 1 No ○ 2

Step Four: 2000 Parental Information

Complete this section if you (the student) answered "No" to all questions in Step Three. If you do not live with your two parents, then provide information about the parent you lived with most during the past year (and, if that parent is married, provide information about the stepmother or stepfather to whom that parent is married).

59. Parent(s) Marital Status (BLANK) (MARRIED ASSUMED)	Married/Remarried ○ 1 Single ○ 2 Divorced/Separated ○ 3 Widowed ○ 4
60. Your Father's/Stepfather's Social Security Number 123-45-6789	☐☐☐ – ☐☐ – ☐☐☐☐
61. Your Father's/Stepfather's Last Name FULLLASTNAMETEST	☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐
62. Your Mother's/Stepmother's Social Security Number 123-45-6789	☐☐☐ – ☐☐ – ☐☐☐☐
63. Your Mother's/Stepmother's Last Name FULLLASTNAMETEST	☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐
64. Parent(s) number of family members in 2001-2002 (BLANK) (12 ASSUMED)	☐☐
65. Parent(s) number of family members in college in 2001-2002 (BLANK) (2 ASSUMED)	☐
66. Parent(s) state of legal residence MD	☐☐
67. Parent(s) legal resident of the state before 1-1-1996? YES	Yes ○ 1 No ○ 2
68. If "No" to question 67, enter the date parent became legal resident. OCTOBER 1996	☐☐ / ☐☐☐☐ Use MM/CCYY format (e.g., 05/1980)
69. Age of older Parent? 55	☐☐
70. Filed 2000 Income Tax Return WILL FILE	Have already completed..... ○ 1 Will file, have not yet completed.................... ○ 2 Not going to file.................. ○ 3
71. Type of 2000 Tax Form Used 1040	A. IRS 1040........................ ○ 1 B. IRS 1040A, 1040 EZ, 1040 Telefile.................... ○ 2 C. A foreign tax return......... ○ 3 D. A tax return for Puerto Rico, Guam, American Samoa, the Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau.. ○ 4
72. If your Parent(s) filed or will file a 1040, were they eligible to file a 1040A or 1040EZ? NO	Yes ○ 1 No ○ 2 Don't Know ○ 3

For 73-83, if the answer is zero or the question does not apply, enter 0. Report dollar amounts without cents.

73. Adjusted Gross Income from IRS Form (Refer to IRS Form 1040-line XX; 1040A-line XX; 1040EZ-line XX; or Telefile-line X) $ (BLANK) --->	$ ☐☐☐ , ☐☐
74. U.S. Income Tax Paid (Refer to IRS Form 1040-line XX; 1040A-line XX; 1040EZ-line XX, or Telefile-line X) $ 123,456	$ ☐☐☐ , ☐☐
75. Exemptions Claimed (Refer to IRS Form 1040-line XX; 1040A-line XX; 1040EZ-line, or Telefile-line, see X) 02	☐☐
76. Father's/Stepfather's Income Earned from Work $ 123,456	$ ☐☐☐ , ☐☐
77. Mother's/Stepmother's Income Earned from Work $ (BLANK) --->	$ ☐☐☐ , ☐☐
78. Amount from FAFSA Worksheet A $ (BLANK) --->	$ ☐☐ , ☐☐
79. Amount from FAFSA Worksheet B $ 12,345	$ ☐☐ , ☐☐
80. Amount from FAFSA Worksheet C $ 12,345 (00,000 ASSUMED)	$ ☐☐ , ☐☐
81. Net Worth of current Investments $ 123,456	$ ☐☐☐ , ☐☐
82. Net Worth of Business/Investment Farms $ 123,456	$ ☐☐☐ , ☐☐
83. Cash, Savings, and Checking $ 123,456	$ ☐☐☐ , ☐☐

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Step Five: Student's Household Information

84. Number of Family Members in 2001-2002
02

85. Number in College in 2001-2002
2

Step Six: Student's School Information

Housing Plans: 1 -- on-campus 3 -- with parent
2 -- off-campus

You Told Us	New/Corrected College Name, City, State		
86. First College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		87. Housing Plans WITH PARENT(S)	
88. Second College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		89. Housing Plans ON-CAMPUS	
90. Third College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		91. Housing Plans OFF-CAMPUS	
92. Fourth College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		93. Housing Plans (BLANK)	
94. Fifth College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		95. Housing Plans (BLANK)	
96. Sixth College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		97. Housing Plans (BLANK)	
98. Date Completed JANUARY 10, 2001	DO NOT CORRECT		
99. Signed By? STUDENT	DO NOT CORRECT		
100. Preparer's Social Security Number REPORTED	☐☐☐ - ☐☐ - ☐☐☐☐	If this form was filled out by someone other than you, your spouse, or your parent(s), that person must complete this part.	
101. Preparer's EIN REPORTED	☐☐ - ☐☐☐☐☐☐☐		
102. Preparer's Signature SIGNED			

Application Receipt Date: 01/15/2001
Student's Email Address:
christopherestudent__univofmaryland.collgprk@ed.gov

Step Seven: Please, read, sign, and date

SEND PAGES 5 - 8 OF THIS FORM TO:

**Federal Student Aid Programs
P.O. Box 7020
Lawrence, KS 66044-7020**

You may also make corrections from the Department of Education's web page (http://www.fafsa.ed.gov). You must use your PIN to access your record online.

You must read this Certification and sign below.

Certification:

By signing this application, you agree, if asked, to provide information that will verify the accuracy of your completed form. This information may include a copy of your U.S. or state income tax forms. Also, you certify that you (1) will use federal and/or state student financial aid only to pay the cost of attending an institution of higher education, (2) are not in default on a federal student loan or have made satisfactory arrangements to repay it, (3) do not owe money back on a federal student grant or have made satisfactory arrangements to repay it, (4) will notify your school if you default on a federal student loan, and (5) understand that the Secretary of Education has the authority to verify income reported on this application with the Internal Revenue Service. If you purposely give false or misleading information, you may be fined $10,000, sent to prison, or both.

Student Signature (Required to process your application. Sign in box below)

1 Student Date

CHRISTOPHER E. STUDENT

Parent Signature (one parent whose information is provided in Step Four.)

2 Parent Date

School Use Only

Professional Judgment D/O 1 ○ 2 ○

Federal School Code ☐☐☐☐☐☐

FAA Signature

MDE Use Only

DE ☐ Special Handle ☐ ☐☐☐☐☐☐☐☐☐

Step Five: Student's Household Information

84. Number of Family Members in 2001-2002
02

85. Number in College in 2001-2002
2

Step Six: Student's School Information

Housing Plans: 1 – on-campus 3 – with parent
2 – off-campus

You Told Us	New/Corrected College Name, City, State	
86. First College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		87. Housing Plans WITH PARENT(S)
88. Second College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		89. Housing Plans ON-CAMPUS
90. Third College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		91. Housing Plans OFF-CAMPUS
92. Fourth College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		93. Housing Plans (BLANK)
94. Fifth College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		95. Housing Plans (BLANK)
96. Sixth College Name, City and State ABCDEFGHIJKLMNOPQRSTUVWXYZ ABCDEFGHIJKLMNOPQRSTUVWXYZ		97. Housing Plans (BLANK)
98. Date Completed JANUARY 10, 2001	DO NOT CORRECT	
99. Signed By? STUDENT	DO NOT CORRECT	
100. Preparer's Social Security Number REPORTED	☐☐☐ - ☐☐ - ☐☐☐☐	If this form was filled out by someone other than you, your spose, or your parent(s), that person must complete this part.
101. Preparer's EIN REPORTED	☐☐ - ☐☐☐☐☐☐☐	
102. Preparer's Signature SIGNED		

Application Receipt Date: 01/15/2001

Student's Email Address: christopherestudent__univofmaryland.collgprk.ed.gov

Step Seven: Please, read, sign, and date

If you made no changes

- ☞ Do NOT send your SAR to either address given on this page.
- ☞ Follow the instructions on your SAR. You may need to contact your school.

If you made changes

- ☞ Read and Sign the Certification statement to the right
- ☞ Send pages 5-8 to:

Federal Student Aid Programs
P.O. Box 7020
Lawrence, KS 66044-7020

If you need another copy of your SAR

☞ Write to:

Federal Student Aid Programs
P.O. Box 7021
Lawrence, KS 66044-7021

☞ Include your name, social security number, and signature.

☞ You may make corrections from the Department of Education's web page (http://fafsa.ed.gov). You must use your PIN to access your record.

CERTIFICATION

All of the information on this SAR is true and complete to the best of my knowledge. If I am asked, I agree to give proof that my information is correct. The proof might include a copy of the 2000 U.S. Income Tax Form filed by me or my family. I understand that if I purposely give false or misleading information on this SAR, I may be subject to a $10,000 fine, a prison sentence, or both.

Student Signature (Required to process your application. Sign in box below)

1 Student Date

CHRISTOPHER E. STUDENT

Parent Signature (one parent whose information is provided in Step Four.)

2 Parent Date

School Use Only

Professional Judgment D/O 1 ○ 2 ○ FAA Adjustment ○ 1

Federal School Code ☐☐☐☐☐☐

FAA Signature
1

MDE Use Only

DE ☐ Special Handle ☐ ☐☐☐☐☐☐☐☐☐

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ISIR Comment Codes and Text

*Comments 112 and 149 will have a float in value of Paid EFC found in positions 932-936 of the student's ISIR

Comment Code	C Code	Reject Code	Comment Text
001			This is a copy of the ISIR you requested.
003			This ISIR shows corrections to your data that was previously entered incorrectly by an MDE agency.
004			This ISIR has been produced due to a change in your financial aid history information in the National Student Loan Data System (NSLDS) that may affect your eligibility for federal student aid.
006			If you need additional help with your ISIR, contact your school Financial Aid Administrator (FAA) or the Federal Student Aid Information Center at 1-800-4FED-AID (1-800-433-3243). If your address changes, contact your school or call 1-800-4FED-AID to make the correction on your record.
007			This ISIR has been produced because your issue with our Verification Hold File has been resolved.
008		19	We cannot process your application until you have given us additional information. Call us at 202-708-4766, or write to: U.S. Department of Education, Student Financial Assistance Programs, Washington Service Center, 7th and D Streets, SW, ROB-3, Room 5118, Washington, DC 20202-5320. Please include with your letter your current address and telephone number (including the area code).
009		19	We cannot process your application further because of issues raised by terms of the Anti-Drug Abuse Act of 1988. For information on how to proceed, you must contact us within 30 days from the date of this letter by telephone at 202-708-6719.
010	Y		For additional information about your FSEOG overpayment, your Financial Aid Administrator must access NSLDS.
013			You cannot change your social security number because the Social Security Administration already verified that this social security number belongs to you.
016			Your parents' total income appears to be unusually low.
020	Y		To resolve your Pell overpayment, your Financial Aid Administrator must access NSLDS for additional Pell overpayment information.
021			Your total income appears to be unusually low.
023		P	It appears that the social security number you reported on your application is not valid.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
024		18	The Social Security Administration (SSA) did not confirm that the social security number you reported on your aid application is valid. If you believe that the number you reported is correct, contact the SSA. If the social security number is incorrect, you should submit a new application with the correct social security number.
026			If you want to register with Selective Service, you may answer "Yes" to both "Are You Male?" and "Register for Selective Service?" on this ISIR, complete a Selective Service registration form at your local post office, or register on-line at www.sss.gov. Selective Service will not process your registration until 30 days before your 18th birthday.
028			We have forwarded your name to Selective Service for registration, as you requested. They will process your registration request 30 days prior to your 18th birthday.
030	Y		The Selective Service reported that you have not registered with them. If you are female or were born before 1960, registration is not required. Otherwise, if you have not yet registered, are male, and are 18 through 25 years of age, to receive aid you must answer "Yes" to both "Are You Male?" and "Register for Selective Service?" on this ISIR, complete a Selective Service registration form at your local post office, or register on-line at www.sss.gov. If you believe you have already registered or are exempt, please contact the Selective Service at 847-688-6888.
031			We have forwarded your name to Selective Service for registration, as you requested.
033	Y		We could not send your name to Selective Service as you requested because you did not give us enough information, you are outside the age range for registration, or you did not sign your form. If you are at least 18 but not yet 26, you may register by answering "Yes" to both "Are You Male?" and "Register for Selective Service?" on this ISIR. You may also register by completing a Selective Service registration form, available at your local post office, or by registering on-line at www.sss.gov. If you are a male who has reached age 26, you cannot use the ISIR to register. You must contact Selective Service at 847-688-6888 to resolve your registration status before you can receive federal student aid. You are exempt from registering if born before 1960.
037			Certain post-baccalaureate students enrolled in teaching credential programs may be eligible for a Federal Pell Grant.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
038	Y		To resolve your Pell overpayment, your Financial Aid Administrator must contact the school associated with the Pell overpayment.
039	Y		To resolve your Pell overpayments, your Financial Aid Administrator must access NSLDS for additional Pell overpayment information.
040			You already submitted an application to us for this school year. This ISIR contains the same information as the ISIR you received from your previous application. We made changes only to your address or schools.
041	Y		To resolve your Pell overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, Atlanta Service Center, 61 Forsyth Street, Room 19T89, Atlanta, Georgia 30303.
042	Y		To resolve your Pell overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, Chicago Service Center, P.O. Box 8422, Chicago, Illinois 60680-8422.
043	Y		To resolve your Pell overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, San Francisco Service Center, 50 United Nations Plaza, Room 250, San Francisco, California 94102.
044			This ISIR has been produced due to information we received from the Immigration and Naturalization Service (INS) regarding your citizenship status. Please contact your Financial Aid Administrator for more information.
045			This ISIR has been produced due to information we received from the Social Security Administration regarding your record.
047			There are issues with your application information that need to be resolved before your eligibility can be determined. Read this letter carefully for specific information. After making all necessary corrections, you and your parent must return all documentation to your school.
048			You have reported a social security number for your parent that is the same as yours.
049			You did not report a social security number for your father or mother.
050			There are issues with your application information that need to be resolved before your eligibility can be determined. Read this letter carefully for specific information. After making all necessary corrections, you must return all documentation to your school.
051			You did not provide the complete social security number and name for your parent(s).

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
052			Your answer to "Drug Conviction Affecting Eligibility?" has changed since you filed your initial application.
053			You left "Drug Conviction Affecting Eligibility?" blank. IF YOU HAVE A DRUG CONVICTION, you MUST answer this question. Your failure to accurately answer this question could result in legal action against you by the U.S. Government. Use the enclosed worksheet to determine your answer to this question. You can correct this item by calling 1-800-4FED-AID (1-800-433-3243) or by going to www.fafsa.ed.gov. You can also use this report. A drug conviction does not necessarily disqualify you from receiving student aid.
054	Y		You reported a '2' in response to "Drug Conviction Affecting Eligibility?". This indicates that you are ineligible for federal student aid for part of the 2001-2002 school year. Your period of ineligibility resulting from your drug-related conviction(s) ends on or after July 1, 2001 but before June 30, 2002. You should contact your Financial Aid Administrator when your ineligibility period ends so that he or she can determine if you may receive federal funds during the 2001-2002 award year.
056	Y		Your denial of benefits under the Anti-Drug Abuse Act of 1988 has been resolved and processing of your student aid application may continue.
057	Y		Selective Service did not register you because you did not answer "Yes" to "Are You Male?". If you want to register, answer "Yes" to BOTH "Are You Male?" and "Register for Selective Service?" on this ISIR, complete a Selective Service registration form at your local post office, or register on-line at www.sss.gov
058	Y		You reported in "Drug Conviction Affecting Eligibility?" that you have been convicted of an illegal drug offense. If you determine that your conviction(s) do not affect your eligibility for federal student aid, or affect it for only part of the 2001-2002 school year, you must correct "Drug Conviction Affecting Eligibility?" by using this report. You can also correct this item or get additional help with this question by calling 1-800-4FED-AID (1-800-433-3243). YOU ARE NOT ELIGIBLE FOR FEDERAL STUDENT AID WHILE YOUR ANSWER TO "DRUG CONVICTION ELIGIBILITY" IS '3'. Whether or not your conviction(s) affect your eligibility for federal student aid, you may still be eligible to receive state, school, or other non-federal student aid.
059			The Social Security Administration could not determine if the social security number you reported belongs to you because you did not give us your last name or date of birth.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
060	Y		The date of birth you reported on your application doesn't match the Social Security Administration's records. If your information is correct, contact SSA. If your information is incorrect, you should make corrections on this ISIR.
061	Y		The name you reported on your application doesn't match the Social Security Administration's records. If your information is correct, contact SSA. If your information is incorrect, you should make corrections on this ISIR.
062		18	In addition, the Social Security Administration could not confirm your claim of U.S. citizenship because of questions about your social security number, name, or date of birth.
063	Y		As we indicated on your previous ISIR, the date of birth you reported on your application is inconsistent with the Social Security Administration's records.
064	Y		As we indicated on your previous ISIR, the name you reported on your application does not correspond with the social security number you provided.
065	Y		To resolve your FSEOG overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, Atlanta Service Center, 61 Forsyth Street, Room 19T89, Atlanta, Georgia 30303.
066	Y		To resolve your FSEOG overpayment, call the U.S. Department of Education at 1-800- 621-3115, or write to the U.S. Department of Education, Chicago Service Center, P.O. Box 8422, Chicago, Illinois 60680-8422.
067	Y		To resolve your FSEOG overpayment, call the U.S. Department of Education at 1-800- 621-3115, or write to the U.S. Department of Education, San Francisco Service Center, 50 United Nations Plaza, Room 250, San Francisco, California 94102.
068		17	You did not indicate on your application that you are a U.S. citizen or an eligible non-citizen. To be eligible to receive federal student aid, a student must be -- (1) A U.S. citizen (or U.S. National), or (2) An eligible non-citizen, such as a U.S. permanent resident or a resident of certain Pacific Islands, or as determined by the Department of Education.
070			You reported that you would either have a bachelor's degree by July 1, 2001 or you will be working on a degree beyond a bachelor's degree. Graduate students are eligible for most types of federal aid, but generally not the Federal Pell Grant.
071			You did not indicate whether you will have a bachelor's degree by July 1, 2001 or if you will be working on a degree beyond a bachelor's degree.
073			You did not tell us your state of legal residence. We assumed that it is the same as your mailing state (or your parents' state if you are a dependent student).

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
074			The date you reported for marital status does not appear to be correct.
075			You must report your marital status as of the date that you signed your original application. You should not update this item if your marital status changed after you signed and submitted your application.
076		20	There are issues with your application information that need to be resolved before we can determine your aid eligibility. Contact the Financial Aid Administrator (FAA) at your school to get help correcting your information.
077	Y		To resolve your FSEOG overpayment, your FAA must contact the school associated with the FSEOG overpayment.
078			The U.S. Department of Education granted permission to process your application after the July 1, 2002 deadline.
079	Y		To resolve your FSEOG overpayments, your Financial Aid Administrator must access NSLDS for additional FSEOG overpayment information.
080		N	We recently received a student aid application with an incomplete name from this address. The applicant should review the ISIR and provide his or her full name. If the applicant does not have both a first and a last name, contact your FAA for assistance.
081	Y		Social Security Administration records indicate that you are incarcerated in a local prison facility. Your incarceration may affect your eligibility for federal student aid.
082		13	We recently received a student aid application with no name from this address. The Applicant must provide a full name on this ISIR.
083	Y		Social Security Administration records indicate that you are incarcerated in a state or federal prison facility. Your incarceration may affect your eligibility for federal student aid.
084			We could not match your information with the Social Security Administration because you did not give us your last name or date of birth.
085			We assumed your parent(s) did or will file a 2000 income tax return.
086	Y		To resolve your Perkins overpayment, your Financial Aid Administrator must access NSLDS for additional Perkins overpayment information.
087			We assumed your parent(s) did not and will not file a 2000 income tax return.
089		11	Review your parents' marital status. If your parents are not married, provide the income for only the parent(s) who support(s) you.
090	Y		To resolve your Perkins overpayment, your Financial Aid Administrator must contact the school associated with the Perkins overpayment.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
094			It appears you reported the same income value for more than one income question.
095			We assumed you did or will file a 2000 U.S. income tax return.
097			We assumed you did not and will not file a 2000 U.S. income tax return.
099		11	Review your marital status. You should report income for a spouse only if you were married as of the date you submitted your application.
100	Y		To resolve your Perkins overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, Atlanta Service Center, 61 Forsyth Street, Room 19T89, Atlanta, Georgia 30303.
101	Y		To resolve your Perkins overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, Chicago Service Center, P.O. Box 8422, Chicago, Illinois 60680-8422.
102	Y		To resolve your Perkins overpayment, call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, San Francisco Service Center, 50 United Nations Plaza, Room 250, San Francisco, California 94102.
103			We could not find one or more of the schools you listed in our eligible school file. To receive federal student aid, you must attend a school that participates in the federal student aid programs.
104			ATTENTION: You did not list any schools or the schools you listed are not in our eligible school file. To receive federal student aid, you must attend a school that participates in the federal student aid programs.
106			You have corrected information on your ISIR more than 20 times. Before sending in another correction, contact your Financial Aid Administrator for assistance.
107	Y		To resolve your Perkins overpayments, your Financial Aid Administrator must access NSLDS for additional Perkins overpayment information.
108		15	Your parent did not sign your application or the corrections you submitted. If your parent is not able to sign, see your Financial Aid Administrator or High School Counselor.
110		16	We have not received the signature page from your FAFSA Express or FAFSA on the Web Application or correction.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
112*			Based on the information we have on record for you, your EFC is . Your school will use this number to determine what types of aid and how much you are eligible for. You are not eligible for a Federal Pell Grant but you may be eligible for other aid.
113			We assumed the value for number in college based on your parents' marital status and number of family members. Your parents should not be included in the number in college.
115	Y		The National Student Loan Data System (NSLDS) indicates you have one or more student loans discharged because of a total and permanent disability. Before you can receive additional federal student loans, you must see your Financial Aid Administrator.
116	Y		The National Student Loan Data System (NSLDS) indicates you have one or more student loans in an active bankruptcy status. Before you can receive any additional federal student loans, you must see your Financial Aid Administrator.
117			We assumed certain information to calculate your eligibility for federal student aid. We printed an asterisk (*) next to the items containing assumed information. If our assumptions are correct, do not change them.
118			Be sure to review the items marked with an "h" or an "*" on your ISIR and make corrections if necessary.
124	Y		Contact the following agency(ies) regarding your defaulted federal student loan:
125			If you want to be considered for a Federal Pell Grant, your Financial Aid Administrator must receive your ISIR by August 15, 2002, or your last day of enrollment, whichever comes first. Other student aid programs have different deadlines.
127			It may be too late to submit any corrections to your ISIR. If you want to be considered for a Federal Pell Grant, your school must receive a complete, correct ISIR no later than August 15, 2002, or your last day of enrollment, whichever comes first. Other student aid programs have different deadlines. Under certain circumstances, students selected for verification have an additional 60 days from their last day of enrollment, but no later than August 15, 2002, to submit corrections.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
128			It may be too late for you to make corrections or give us any more information for this year. Your school must have your corrected ISIR no later than August 15, 2002.
132	Y		The National Student Loan Data System (NSLDS) indicates that you are in DEFAULT on a Federal student loan. You are not eligible to receive any federal student aid until your default has been resolved.
133	Y		The National Student Loan Data System (NSLDS) indicates that you received at least one overpayment of federal student aid funds. You are required by law to repay any funds received from the federal student aid programs to which you were not entitled. You are not eligible to receive any federal student aid until your overpayment has been resolved.
134	Y		The National Student Loan Data System (NSLDS) indicates that you are in DEFAULT on at least one federal student loan and that you received at least one overpayment of federal student aid funds. You are not eligible to receive any federal student aid until these items have been resolved.
135	Y		To resolve your defaulted federal student loan(s), contact the lender associated with the loan.
136	Y		To resolve your defaulted federal student loan(s), contact the school associated with the loan.
138	Y		The National Student Loan Data System (NSLDS) found your reported social security number on their database, but neither name nor date of birth matched. Therefore, this ISIR does not contain the financial aid history that is associated with your reported SSN.
139			NOTE: You reported a value(s) that exceeds the amount of space allowed on the ISIR. We printed all nines for these fields.
141	Y		You changed your response to citizenship or you changed the Alien Registration Number verified with INS. You must submit proof of your citizenship status to your Financial Aid Administrator.
142	Y		The Immigration and Naturalization Service (INS) could not confirm your statement that you are an eligible alien because there is a question about your Alien Registration Number. You must submit proof of your alien eligibility to your school. If you fail to submit proof within 30 days, or longer if your school allows, you may not be eligible for federal student aid.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
143			Your citizenship status has been confirmed by the Immigration and Naturalization Service (INS) and you meet the citizenship requirements for federal student aid.
144	Y		The Immigration and Naturalization Service (INS) did not confirm your statement that you are an eligible alien. You must submit proof of your alien eligibility to your school. If you fail to submit proof within 30 days, or longer if your school allows, you may not be eligible for federal student aid.
145		8	According to Social Security Administration (SSA) records, the social security number you provided belongs to a deceased person. If the SSN you reported is correct, you must contact an SSA office to resolve this problem.
146	Y		The Social Security Administration (SSA) did not confirm that you are a U.S. citizen. You need to provide your school with documentation of your citizenship status before you can receive federal student aid.
148			We assumed the number in college should be one. Your parents should not be included.
149*			Based on the information we have on record for you, your EFC is . Your school will use this number to determine what types of aid and how much you are eligible for. You may be eligible to receive a Federal Pell Grant and other federal student aid.
154			Taxes paid for your parent(s) appears to be over the allowable amount based on what you reported in adjusted gross income.
155			Your taxes paid appear to be over the allowable amount based on what you reported in adjusted gross income.
156			If your parents have now filed their 2000 tax return, correct this ISIR to reflect the Information as reported on their tax return. If your parents still haven't filed, notify your Financial Aid Administrator once they file.
157			If you have now filed your 2000 tax return, correct this ISIR to reflect the information as reported on your tax return. If you still haven't filed, notify your Financial Aid Administrator once you file.
158			You are not eligible to receive a Federal Pell Grant because you reported that you have a bachelor's degree or you are working on a degree beyond a bachelor's degree, or both. Your Financial Aid Administrator will determine what types of federal student aid you are eligible to receive.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
159			You MAY not be eligible to receive a Federal Pell Grant because you reported that you have a bachelor's degree or you are working on a degree beyond a bachelor's degree, or both. Your Financial Aid Administrator will determine what types of federal student aid you are eligible to receive.
160		14	You did not sign your application or correction. You must sign and return this ISIR before we can determine your eligibility for federal student aid.
161			We could not match your information with the Department of Veterans Affairs (VA) because you did not give us your full name or date of birth.
162	Y		The Department of Veterans Affairs (VA) did not confirm that you are or will be a qualifying veteran for purposes of receiving federal student aid for the 2001-2002 school Year. If VA is correct, you must provide your parents' information (including signature) on this ISIR if you have not already done so. If you believe you are or will be a qualifying veteran, contact a VA office to resolve this problem.
163			The Department of Veterans Affairs (VA) did not confirm that you are or will be a qualifying veteran for the 2001-2002 school year. If VA is not correct, you should contact a VA office to resolve this problem.
166			It appears that the social security number you reported on your application for your father is not valid.
167			It appears that the social security number you reported on your application for your mother is not valid.
170			Your school will ask you to provide copies of certain financial documents for you and your parents.
171			Your school will ask you to provide copies of certain financial documents for you (and your spouse).
172			This Institutional Student Information Record (ISIR) was produced because of a processing change, and updates your previous ISIR.
173	Y		The Department of Veterans Affairs (VA) did not confirm that you are or will be a qualifying veteran for purposes of receiving federal student aid for the 2001-2002 school year. If VA is correct, you must provide your parents' information (including signature) on this ISIR if you have not already done so. If you believe you are or will be a qualifying veteran, contact a VA office to resolve this problem.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
174			The Department of Veterans Affairs (VA) did not confirm that you are or will be a qualifying veteran for the 2001-2002 school year. If VA is not correct, you should contact a VA office to resolve this problem.
175			You reported that you have dependents other than a spouse, that you are married, and that your number of family members is 2. These answers are inconsistent.
180	Y		The Department of Veterans Affairs (VA) has confirmed that you are currently serving in the U.S. Armed Forces. You indicated on your application that you will be released from active duty by June 30, 2002. You must provide documentation of this to your Financial Aid Administrator before you can receive federal student aid.
181			Debt Collection Service, 1-800-621-3115 (GA 611)
182			Debt Collection Service, 1-800-621-3115 (GA 620)
183			Debt Collection Service, 1-800-621-3115 (GA 627)
184			Debt Collection Service, 1-800-621-3115 (GA 631)
185			Debt Collection Service, 1-800-621-3115 (GA 654)
186			Debt Collection Service, 1-800-621-3115 (GA 656)
187			Debt Collection Service, 1-800-621-3115 (GA 701)
188			United Student Aid Funds, Alaska Claims Assistance, 1-800-331-2314 (GA 702)
189			Student Loan Foundation of Arkansas, Collections, 1-800-622-3446 (GA 705)
190			California Student Aid Commission, 1-800-367-1589 (GA 706)
191			Colorado Guaranteed Student Loan Program, 303-305-3000 (GA 708)
192			Connecticut Student Loan Foundation, Collections, 1-800-237-9721 or 860-257-4001 (GA 709)
193			Debt Collection Service, 1-800-621-3115 (GA 710)
194			Debt Collection Service, 1-800-621-3115 (GA 711)
195			Florida Department of Education, Defaulted Borrowers Assistance, 1-800-366-3475 or 850-942-4662 (GA 712)
196			Georgia Student Finance Commission, Collections, 1-800-776-6878 or 770-414-3000 (GA 713)

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
197			Northwest Education Loan Association, Collection Office, 1-800-552-0686 (GA 716)
198			Illinois Student Assistance Commission, Claims and Collections, 1-800-934-3572 or 847-948-8500 (GA 717)
199			United Student Aid Funds, Indiana Claims Assistance, 1-800-331-2314 (GA 718)
200			Iowa College Aid Commission, Claims Dept., 1-800-383-4222 or 515-281-3501 (GA 719)
201			Kentucky Higher Education Assistance Authority, Collections Office, 1-800-928-8926 or 502-696-7281 (GA 721)
202			Louisiana Office of Student Financial Assistance, 1-800-256-6882 or 1-800-259-5626 (GA 722)
203			United Student Aid Funds, Maine Claims Assistance, 1-800-331-2314 or 317-578-6938 (GA 723)
204			United Student Aid Funds, Maryland Claims Assistance, 1-800-331-2314 (GA 724)
205			American Student Assistance, Collections, 1-800-999-9080 or 617-426-9434 (GA 725)
206			Michigan Higher Education Assistance Authority, Collections, 1-800-642-5626 or 517-373-0760 (GA 726)
207			Great Lakes Higher Education Corporation, 1-800-236-3100 (GA 727)
208			Debt Collection Service, 1-800-621-3115 (GA 728)
209			Missouri Default Collection Services, BTI Services, 1-800-824-4893, Ext. 1 (GA 729)
210			Montana Guaranteed Student Loan Program, Claims Management, 1-800-537-7508 or 406-444-0395 (GA 730)
211			National Student Loan Program (NSLP), Collection Office, 1-800-735-8778, Ext. 6380 or 402-479-6800 (GA 731)

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
212			United Student Aid Funds, Nevada Claims Assistance, 1-800-331-2314 (GA 732)
213			New Hampshire Higher Education Assistance Foundation, Claims Section, 1-800-525-2577 or 603-225-6612 (GA 733)
214			New Jersey Higher Education Assistance Authority, 1-800-792-8670 (GA 734)
215			New Mexico Educational Assistance Foundation, 1-800-279-5063 or 505-345-3371 (GA 735)
216			New York State Higher Education Service, Office of Default, 1-800-666-0991 (GA 736)
217			North Carolina State Education Assistance Authority, Collections, 1-800-544-1644 (GA 737)
218			North Dakota Post Claims Collections, 1-800-472-2166, Ext. 5662 or 701-328-5662 (GA 738)
219			Debt Collection Service, 1-800-621-3115 (GA 739)
220			Oklahoma Guaranteed Student Loan Program, Collection Office, 1-800-522-8022 or 405-858-4375 (GA 740)
221			Oregon State Scholarship Commission, Collection Office, 1-800-457-0135 (GA 741)
222			Pennsylvania Higher Education Assistance Agency, 1-800-233-0751 (GA 742)
223			Rhode Island Higher Education Assistance Authority, 1-800-922-9855 or 401-736-1100 (GA 744)
224			South Carolina State Education Assistance Authority, Collections, 1-800-347-2752 or 803-798-0916 (GA 745)
225			Education Assistance Corporation, 1-800-874-8982 or 605-622-4347 (GA 746)
226			Tennessee Default Collection Services, BTI Services, 1-800-257-6528, Ext. 1 (GA 747)
227			Texas Guaranteed Student Loan Corp., Collections, 1-800-252-9743 or 512-219-7337 (GA 748)

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
228			Utah Higher Education Assistance Agency, 801-321-7200 or 1-800-418-8757 (GA 749)
229			Vermont Student Assistance Corp., 1-800-642-3177 or 802-655-9602, Ext. 278 (GA 750)
230			Debt Collection Service, 1-800-621-3115 (GA 751)
231			Northwest Education Loan Association, Collection Office, 1-800-552-0686 (GA 753)
232			Great Lakes Higher Education Corporation, 1-800-236-3100 (GA 755)
233			Debt Collection Service, 1-800-621-3115 (GA 772)
234			Debt Collection Service, 1-800-621-3115 (GA 778)
235			United Student Aid Funds, Post Claims Assistance, 1-800-331-2314 (GA 800)
236			United Student Aid Funds, Arizona Claims Assistance, 1-800-331-2314 (GA 804)
237			United Student Aid Funds, Hawaii Claims Assistance, 1-800-331-2314 (GA 815)
238			Educational Credit Management Corporation, 612-221-0566 (GA 927)
239			Educational Credit Management Corporation, 612-221-0566 (GA 951)
245			Direct Loan Servicing Center, Utica, NY, 1-800-848-0979 (00100)
251			Call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, Atlanta Service Center, 61 Forsyth Street, Room 19T89, Atlanta, Georgia 30303. (EDR 04)
252			Call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, Chicago Service Center, P.O. Box 8422, Chicago, Illinois 60680-8422. (EDR 05)
253			Call the U.S. Department of Education at 1-800-621-3115, or write to the U.S. Department of Education, San Francisco Service Center, 50 United Nations Plaza, Room 250, San Francisco, California 94102. (EDR 09)
254	Y		Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level, we have determined that you have received subsidized student loans in excess of loan limits established for the federal loan programs.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
255	Y		Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level, we have determined that you have received subsidized student loans in excess of loan limits established for the federal loan programs.
256			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level, we have determined that you have received a total amount of subsidized loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional subsidized student loans may be limited.
257			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level, we have determined that you have received a total amount of subsidized loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional subsidized student loans may be limited.
258			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level, we have determined that you have received a total amount of subsidized loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional subsidized student loans may be limited.
259			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level, we have determined that you have received a total amount of subsidized loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional subsidized student loans may be limited.
260	Y		Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received student loans in excess of loan limits established for the federal loan programs.
261	Y		Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received student loans in excess of loan limits established for the Federal loan programs.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
262			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received a total amount of student loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.
263			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received a total amount of student loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.
264			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received a total amount of student loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.
265			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received a total amount of student loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.
266	Y		Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received student loans in excess of loan limits established for the federal loan programs.
267	Y		Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received student loans in excess of loan limits established for the federal loan programs.
268			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received a total amount of student loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.

ISIR Comment Codes and Text (Continued)

Comment Code	C Code	Reject Code	Comment Text
269			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received a total amount of student loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.
270			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received a total amount of student loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.
271			Based upon data provided by the National Student Loan Data System (NSLDS) and your reported grade level and dependency status, we have determined that you have received a total amount of student loans that is close to the loan limits established for the federal loan programs. Therefore, your eligibility for additional student loans may be limited.

ISIR Record Description/Data Dictionary

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
1		1	1	1	Modified cycle year	Batch Year	2, Always be '2' (for 2001-2002)	Left
2	110	2	2	1		Student Last Name/ SSN Change Flag Indicates whether the student's last name and/or Social Security Number (SSN) have been changed.	N = Last Name change S = Social Security Number change B = Social Security Number and last name change Blank = No change	Left
3		3	11	9		Original Social Security Number The student's original SSN as initially processed by the CPS.	001010001 to 999999999	Right

4		12	13	2		Original Name ID First two letters of the last name as they were on the initial application, regardless of any corrections to the last name.	Uppercase A to Z Space(s) . (period) ' (apostrophe) - (dash) Blank	Left

244

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
5		14	15	2		Transaction Number The CPS transaction number of this ISIR.	01 to 99	Right
6	008	16	24	9		Student's Current Social Security Number Student's SSN on this transaction. It will be different from the student's original SSN only if it has been corrected or changed.	001010001 to 999999999	Right
7	001	25	40	16		Student's Last Name	0 to 9 Uppercase A to Z Space(s) . (period) ‘ (apostrophe) - (dash) Blank	Left
8	002	41	52	12	Modified field length	Student's First Name	0 to 9 Uppercase A to Z Space(s) . (period) ‘ (apostrophe) - (dash) Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
9	003	53	53	1		Middle Initial	Uppercase A to Z Blank	Left
10	004	54	88	35	Modified field length	Permanent Mailing Address	0 to 9 Uppercase A to Z . (Period) ‘ (Apostrophe) - (Dash) , (Comma) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Space(s) Blank	Left
11	005	89	104	16		Student’s Permanent City	0 to 9 Uppercase A to Z . (Period) ‘ (Apostrophe) - (Dash) , (Comma) # (Number) @ (At) % (Percent or care of) & (Ampersand) / (Slash) Space(s)	Left

246

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
12	006	105	106	2		Student's Permanent State	Uppercase A to Z Valid postal code See State / Country / Jurisdiction Table Blank	Left
13	007	107	111	5		Student's Permanent Zip Code	00000 to 99999 Blank	Right
14	009	112	119	8		Student's Date of Birth	Format is CCYYMMDD 19000101 to 19991231 Blank	Left
15	010	120	129	10		Student's Permanent Phone Number	0000000000 to 9999999999 Blank	Right
16	011	130	149	20		Student's Driver's License Number	0 to 9 Uppercase A to Z Space(s) - (dash) * (asterisk) Blank	Left
17	012	150	151	2		Student's Driver's License State Code	Valid two letter postal code See State / Country / Jurisdiction Table Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
18	013	152	152	1		Student's Citizenship Status The value the student reported for citizenship.	1 = U.S. citizen (or U.S. national) 2 = Eligible noncitizen 3 = Neither 1 or 2, Not eligible Blank	Left
19	014	153	161	9		Student's Alien Registration Number	000000001 to 999999999 Blank	Left
20	015	162	162	1	Modified value of 2 to add Remarried	Student's Marital Status	1 = Unmarried (single, divorced, or widowed) 2 = Married / Remarried 3 = Separated Blank	Left
21	016	163	168	6	Modified year reference	Student's Marital Status Date	Format is CCYYMM 190001 to 200212 Blank	Left
22	017	169	169	1	Modified year reference in title and label, and value of 1	Summer Term 2001?	1 = Full time / Not Sure 2 = ¾ time 3 = ½ time 4 = Less than ½ time 5 = Not attending Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
23	018	170	170	1	Modified year reference in title and label, and value of 1	Fall Semester or Quarter 2001?	1 = Full time / Not Sure 2 = ¾ time 3 = ½ time 4 = Less than ½ time 5 = Not attending Blank	Left
24	019	171	171	1	Modified year reference in title and label, and value of 1	Winter Quarter 2001-2002?	1 = Full time / Not Sure 2 = ¾ time 3 = ½ time 4 = Less than ½ time 5 = Not attending Blank	Left
25	020	172	172	1	Modified year reference in title and label, and value of 1	Spring Semester or Quarter 2002?	1 = Full time / Not Sure 2 = ¾ time 3 = ½ time 4 = Less than ½ time 5 = Not attending Blank	Left
26	021	173	173	1	Modified year reference in title and label, and value of 1	Summer Semester 2002?	1 = Full time / Not Sure 2 = ¾ time 3 = ½ time 4 = Less than ½ time 5 = Not attending Blank	Left
27	022	174	174	1		Father's Highest Grade Level Completed	1 = Middle School / Jr. High 2 = High School 3 = College or Beyond 4 = Other / Unknown Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
28	023	175	175	1		Mother's Highest Grade Level Completed	1 = Middle School / Jr. High 2 = High School 3 = College or Beyond 4 = Other / Unknown Blank	Left
29	024	176	177	2		Student's State of Legal Residence	Uppercase A to Z Valid postal code See State / Country / Jurisdiction Table Blank	Left
30	025	178	178	1	Modified year reference in title	Student Legal Resident Before 01-01-1996?	1 = Yes 2 = No Blank	Left
31	026	179	184	6	Modified year reference	Student's Legal Residence Date	Format is CCYYMM 190001 to 200212 Blank CPS will accept: CCYYMM CCYY with blank MM Blank CCYY with MM Blank CCYYMM	Left
32	027	185	185	1		Are You Male?	1 = Yes 2 = No Blank	Left

250

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
33	028	186	186	1		Do You want Selective Service to register you?	1 = Yes 2 = No Blank	Left
34	029	187	187	1		Degree / Certificate	1 = 1st Bachelor's Degree 2 = 2nd Bachelor's Degree 3 = Associate Degree (occupational or technical program) 4 = Associate Degree (general education or transfer program) 5 = Certificate or diploma for completing an occupational, technical, or educational program of less than two years 6 = Certificate or Diploma for completing an occupational, technical, or educational program of at least two years 7 = Teaching Credential Program (non-degree program) 8 = Graduate or Professional Degree 9 = Other/Undecided Blank	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
35	030	188	188	1	Modified year reference in title Shifted values up to start with 0 and separated graduate status into two categories (6-7)	Grade Level in College in 2001-2002	0 = 1st year, never attended college 1 = 1st year, attended college before 2 = 2nd year/sophomore 3 = 3rd year/junior 4 = 4th year/senior 5 = 5th year/other undergraduate 6 = 1st year graduate/professional 7 = Continuing graduate/professional Blank	Left
36	031	189	189	1		HS Diploma or GED Received?	1 = Yes 2 = No Blank	Left
37	032	190	190	1	Modified year reference in title	First Bachelor's Degree By 07-01-2001?	1 = Yes 2 = No Blank	Left
38	033	191	191	1		Interested in Student Loans?	1 = Yes 2 = No Blank	Left
39	034	192	192	1		Interested in Student Employment?	1 = Yes 2 = No Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
40	035	193	193	1	Modified title and values of 1, 2, and 3	Drug Conviction Affecting Eligibility	1 = No 2 = Yes (Part year) 3 = Yes / Don't Know Blank	Left
41	036	194	194	1	Modified value of 1 and 2	Student's Tax Return Completed?	1 = Already Completed 2 = Will Complete 3 = Will Not File Blank	Left
42	037	195	195	1	Modified year reference in title.	Student's Type of 2000 Tax Form Used?	1 = IRS 1040 2 = IRS 1040A, 1040 EZ, 1040 Telefile 3 = Foreign Tax Return 4 = Tax return from Puerto Rico, Guam, American Samoa, the Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau Blank	Left
43	038	196	196	1	Added value of 3 to separate response of Don't Know.	Student Eligible to file 1040A or 1040EZ?	1 = Yes 2 = No 3 = Don't Know Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
44	039	197	202	6		Student's Adjusted Gross Income from IRS form	-999999 to 999999 Blank	Right Signed
45	040	203	207	5		Student's U.S. Income Tax Paid	00000 to 99999 Blank	Right
46	041	208	209	2		Student's Exemptions Claimed	00 to 99 Blank	Right
47	042	210	215	6		Student's Income Earned from Work	-999999 to 999999 Blank	Right Signed
48	043	216	221	6		Spouse's Income Earned from Work	-999999 to 999999 Blank	Right Signed
49	044	222	226	5		Student's Total Amount from Worksheet A	00000 to 99999 Blank	Right
50	045	227	231	5		Student's Total Amount from Worksheet B	00000 to 99999 Blank	Right
51	046	232	236	5	Added	Student's Total Amount from Worksheet C	00000 to 99999 Blank	Right
52	047	237	242	6		Student's Investment Net Worth	000000 to 999999 Blank	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
53	048	243	248	6	Modified title	Student's Business and/or Investment Farm Net Worth	000000 to 999999 Blank	Right
54	049	249	254	6		Student's Cash, Savings, and Checking	000000 to 999999 Blank	Right
55	050	255	256	2		No. of Months Veterans Education Benefits Received	00 to 12 Blank	Right
56	051	257	259	3		Monthly Veterans Education Benefits	000 to 999 Blank	Right
57	052	260	260	1	Modified year reference in title	Born Before 01-01-1978?	1 = Yes 2 = No Blank	Left
58	053	261	261	1	Modified year reference in title and title	Working on a Master's or Doctorate Program in 2001-2002?	1 = Yes 2 = No Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
59	054	262	262	1		Is Student Married?	1 = Yes 2 = No Blank	Left
60	055	263	263	1	Added	Have Children you support?	1 = Yes 2 = No Blank	Left
61	056	264	264	1	Modified title	Have Legal Dependents Other than Children or Spouse?	1 = Yes 2 = No Blank	Left
62	057	265	265	1		Orphan or Ward of Court?	1 = Yes 2 = No Blank	Left
63	058	266	266	1		Veteran of U.S. Armed Forces?	1 = Yes 2 = No Blank	Left
64	059	267	267	1	Modified Value of 1 to add Remarried	Parent's Marital Status	1 = Married / Remarried 2 = Single 3 = Divorced / Separated 4 = Widowed Blank	Right
65	060	268	276	9	Modified title	Your Father's / Stepfather's Social Security Number	000000000 to 999999999 Blank	Right

256

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
66	061	277	292	16	Modified title	Your Father's / Stepfather's Last Name	0 to 9 Uppercase A to Z Space(s) . (period) ‘ (apostrophe) - (dash) Blank	Left
67	062	293	301	9	Modified title	Your Mother's / Stepmother's Social Security Number	000000000 to 999999999 Blank	Right
68	063	302	317	16	Modified title	Your Mother's / Stepmother's Last Name	0 to 9 Uppercase A to Z Space(s) . (period) ‘ (apostrophe) - (dash) Blank	Left
69	064	318	319	2		Parents' Number of Family Members	01 to 99 Blank	Right
70	065	320	320	1	Modified year reference in title	Parents' Number in College 2001-2002 (Parents' excluded)	1 to 9 Blank	Right
71	066	321	322	2		Parents' State of Legal Residence	Uppercase A to Z Valid postal code See State / Country / Jurisdiction Table Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
72	067	323	323	1	Modified year reference in title	Parents Legal Residents before 01-01-1996?	1 = Yes 2 = No Blank	Left
73	068	324	329	6	Modified year reference	Parents' Legal Residence Date	Format is CCYYMM 190001 to 200212 Blank CPS will accept: CCYYMM CCYY with blank MM Blank CCYY with MM Blank CCYYMM	Left
74	069	330	331	2		Age of Older Parent	00 to 99 Blank	Left
75	070	332	332	1	Modified value of 1 and 2	Parents' Tax Return Completed?	1 = Already Completed 2 = Will Complete 3 = Will Not File Blank	Left
76	071	333	333	1	Modified year reference in title	Parents' Type of 2000 Tax Form Used?	1 = IRS 1040 2 = IRS 1040A, 1040 EZ, 1040 Telefile 3 = Foreign Tax Return 4 = Tax return from Puerto Rico, Guam, American Samoa, the Virgin Islands, the Marshall Islands, the Federated States of Micronesia, or Palau Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
77	072	334	334	1	Added value of 3 to separate response of Don't Know.	Parents' Eligible to file 1040A or 1040EZ?	1 = Yes 2 = No 3 = Don't Know Blank	Left
78	073	335	340	6		Parents' Adjusted Gross Income from IRS form	-999999 to 999999 Blank	Right Signed
79	074	341	346	6		Parents' U.S. Income Tax Paid	000000 to 999999 Blank	Right
80	075	347	348	2		Parents' Exemptions Claimed	00 to 99 Blank	Right
81	076	349	354	6	Modified title	Father's / Stepfather's Income Earned from Work	-999999 to 999999 Blank	Right Signed
82	077	355	360	6	Modified title	Mother's / Stepmother's Income Earned from Work	-999999 to 999999 Blank	Right Signed
83	078	361	365	5		Parents' Total Amount from Worksheet A	00000 to 99999 Blank	Right
84	079	366	370	5		Parents' Total Amount from Worksheet B	00000 to 99999 Blank	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
85	080	371	375	5	Added	Parents' Total Amount from Worksheet C	00000 to 99999 Blank	Right
86	081	376	381	6		Parents' Investment Net Worth	000000 to 999999 Blank	Right
87	082	382	387	6	Modified title	Parents' Business and/or Investment Farm Net Worth	000000 to 999999 Blank	Right
88	083	388	393	6		Parents' Cash, Savings, and Checking	000000 to 999999 Blank	Right
89	084	394	395	2		Student's Number of Family Members	00 to 99 Blank	Right
90	085	396	396	1	Modified year reference in title	Student's Number in College 2001-2002	0 to 9 Blank	Right
91	086	397	402	6		Federal School Code #1	X00000 to X99999 Blank Valid characters for the first position are 0, B, E, or G.	Left

260

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
92	087	403	403	1		Federal School Code #1 Housing Plans	1 = On Campus 2 = Off Campus 3 = With Parent Blank	Left
93	088	404	409	6		Federal School Code #2	X00000 to X99999 Blank Valid characters for the first position are 0, B, E, or G.	Left
94	089	410	410	1		Federal School Code #2 Housing Plans	1 = On Campus 2 = Off Campus 3 = With Parent Blank	Left
95	090	411	416	6		Federal School Code #3	X00000 to X99999 Blank Valid characters for the first position are 0, B, E, or G.	Left
96	091	417	417	1		Federal School Code #3 Housing Plans	1 = On Campus 2 = Off Campus 3 = With Parent Blank	Left
97	092	418	423	6		Federal School Code #4	X00000 to X99999 Blank Valid characters for the first position are 0, B, E, or G.	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
98	093	424	424	1		Federal School Code #4 Housing Plans	1 = On Campus 2 = Off Campus 3 = With Parent Blank	Left
99	094	425	430	6		Federal School Code #5	X00000 to X99999 Blank Valid characters for the first position are 0, B, E, or G.	Left
100	095	431	431	1		Federal School Code #5 Housing Plans	1 = On Campus 2 = Off Campus 3 = With Parent Blank	Left
101	096	432	437	6		Federal School Code #6	X00000 to X99999 Blank Valid characters for the first position are 0, B, E, or G.	Left
102	097	438	438	1		Federal School Code #6 Housing Plans	1 = On Campus 2 = Off Campus 3 = With Parent Blank	Left
103	098	439	446	8	Modified year reference	Date Application Completed	Format is CCYYMMDD 20010101 to 20021231 Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
104	099	447	447	1		Signed By Indicates if only the applicant, or only the parent, or both applicant and parent signed the transaction.	A = Applicant Only B = Applicant and Parent P = Parent only Blank = No signatures	Left
105	100	448	456	9		Preparer's Social Security Number Preparer's SSN provided on the transaction.	000000000 to 999999999 Blank	Right
106	101	457	465	9		Preparer's Employer Identification Number (EIN)	000000000 to 999999999 Blank	Right
107	102	466	466	1		Preparer's Signature Indicates that a preparer signed the transaction.	1 = Yes Blank	Left

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
108	103	467	474	8	Modified year reference	Transaction Receipt Date Date the transaction was received by the MDE or School for data entry or the date the student entered record on the Web.	Format is CCYYMMDD 20010101 to 20021231	Left
109	104	475	475	1	Modified 2 and Blank Added value of 3.	Dependency Override Indicator Indicates that a Dependency Override was requested on this transaction.	1 = Dependent to Independent 2 = Dependent to Independent Override Canceled 3 = Dependency Override request failed Blank = Dependency override not requested	Left
110	106	476	481	6	Modified description for Blank	FAA Federal School Code Indicates the Federal School Code that requested a dependency override or Adjusted Calculation request.	X00000 to X99999 Valid characters for first position are 0, B, E, or G Blank = No Dependency Override or FAA EFC Adjustment done	Left

264

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
111		482	482	1		Filler	For ED Use Only	Left
112	105	483	483	1	Added value of 2	FAA Adjustment Indicates whether a FAA requested an EFC adjustment and if it was processed.	1 = EFC Adjustment processed 2 = EFC Adjustment request failed Blank = no EFC Adjustment requested	Left
113		484	484	1		Input Record Type	C = Correction Application D = Duplicate Request H = History Correction R = Renewal FAFSA/ Renewal FAFSA on the Web S = FAFSA Express or FAFSA on the Web Application Blank = Initial Application	Left
114		485	489	5		Serial Number Sequential position of the ISIR in the batch, except in SARA files.	00001 to 99999	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
115		490	512	23	Modified cycle year	Batch Number	Consists of the following: 2 characters for ISIR Batch Type: #A = Electronic App #B = Renewal App #C = Correction / Duplicate #F = FDR #G = System Generated #I =YTD #K = State Agency Non-Resident #L = Full State Agency Resident #S = Signature #Y = Reprocessed Records #Z = CPS System generated 1 digit Cycle Year = 2 6 characters for Federal School Code 8 digits for current date in CCYYMMDD format 6 digits for current time in HHMMSS format 00000000000000000XXXXXX = MDE Batch, where X is 1 to 9	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
116	111	513	513	1		Early Analysis Flag Used to indicate a student who is requesting Early Admission to your school.	1 = Early Analysis Applicant Blank	Left
117		514	514	1	Modified field content for 6 to designate Spanish FOTW and 8 to designate English FOTW	Electronic Application Entry Source Code Indicates the origin of the electronic application	2 = FAA Entry 4 = FAFSA Express Diskette 5 = FAFSA Express Web Download 6 = Spanish FAFSA on the Web 7 = Renewal FAFSA on the Web 8 = English FAFSA on the Web	Right
118		515	520	6		Filler	For ED Use Only	Left
119		521	527	7		ETI Destination Code TG number assigned by Title IV WAN.	TGXXXXX Where X is numeric Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
120		528	528	1	Modified year reference in description	Reject Override B- Date of Birth since September 1, 1985	1 = Yes Blank	Left
121		529	529	1		Reject Override N- Missing first or last name	1 = Yes Blank	Left
122		530	530	1		Reject Override W- Questionable number of family members.	1 = Yes Blank	Left
123		531	531	1		Assumption Override 1- Parents' Number in College assumed to be 1 when the number in college is greater than 6.	1 = Yes Blank	Left

268

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
124		532	532	1		Assumption Override 2- Parents' AGI assumed equal to sum of father and mother earned income portions. Allow AGI to be zero or blank as entered.	1 = Yes Blank	Left
125		533	533	1		Assumption Override 3- Student's Number in College assumed to be 1 when number in college equals number in the household and both are greater than 2.	1 = Yes Blank	Left

269

126		534	534	1		Assumption Override 4- Student’s AGI assumed equal to the sum of student and spouse earned income portions. Allow AGI to be zero or blank as entered.	1 = Yes Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
127		535	535	1	Modified worksheet reference in description	Assumption Override 5- Parents' Total from Worksheet C assumed to be zero. Allow parents' income from Worksheet C to be greater than zero and greater than a fixed percentage of the parents' total income.	1 = Yes Blank	Left
128		536	536	1	Modified worksheet reference in description	Assumption Override 6- Student's Total from Worksheet C assumed to be zero. Allow student's income from Worksheet C to be greater than zero, and equal or greater than student's total income.	1 = Yes Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
129		537	537	1		Dependency Status Determined by CPS based on Dependency Status data provided.	D = Dependent, calculated EFC provided I = Independent, calculated EFC provided X = Dependent rejected, no EFC calculated Y = Independent rejected, no EFC calculated	Left
130		538	587	50	Added	Student's E-mail Address	Any valid keyboard character including an underscore, however do not allow the pipe symbol or space	Left
131		588	588	1	Modified values of 5 for MPN and shifted value of "other" to 9.	NSLDS Post-Screening Reason Code The student's eligibility has changed since the previous prescreening.	1 = Student went into default on a loan 2 = Student owes a newly reported overpayment 3 = Student is no longer in default 4 = Student no longer owes an overpayment 5 = DL or FFEL MPN Status Change 9 = Other Blank	Left

272

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
132		589	596	8	Modified year reference	Application Receipt Date Date the application was received by the MDE or School for data entry or the date the student entered record on the Web.	Format is CCYYMMDD 20010101 to 20021231	Left
133		597	597	1		Processed Record Type	C = Correction Application H = History Correction/ Duplicate Blank = Initial / Renewal Application	Left
134		598	599	2		History Correction Applied against Transaction Number	01 to 99 Blank = Transaction not a result of a history correction	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
135		600	600	1	Added I, Modified P	System Generated Indicator Transaction initiated by the CPS with no input from the applicant.	A = Applicant released from Drug Enforcement hold D = Duplicate request H = Application released from hold I = INS Secondary confirmation L = Duplicate request and NSLDS match data has changed N = NSLDS post-screening transaction P = Prisoner Post-Screened transaction Z = Reprocessed transaction Blank = Not a systems generated transaction	Left
136		601	601	1		Duplicate Request Indicator Indicates this transaction is a result of a duplicate request.	D = Duplicate request Blank	Left

274

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
137		602	602	1	Added	Source of Correction	A = Applicant D = CPS S = School	Left
138		603	603	1	Modified year reference in title	Parents' Calculated 2000 Tax Status CPS determination of tax filing status.	1, 2, or 3 = Tax Filer 4 or 5 = Non-Tax Filer Blank	Left
139		604	604	1	Modified year reference in title	Student's Calculated 2000 Tax Status CPS determination of tax filing status.	1, 2, or 3 = Tax Filer 4 or 5 = Non-Tax Filer Blank	Left
140		605	605	1		Graduate Flag	Y = Yes response to BA question and/or Graduate status question Blank = Graduate Flag not set	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
141		606	606	1		Automatic Zero EFC Zero EFC is automatically set if simplified needs test met and taxable income is $12,000 or less.	Y = EFC set to zero based on income criteria Blank = Flag not set	Left
142		607	607	1	Added	EFC Change Flag Indicates if the EFC has gone up or down from the transaction being applied against	1 = EFC increase 2 = EFC decrease Blank = No change	Left
143		608	608	1		SAR C Flag	Y = C flag set, resolution required on one or more match results Blank = No flag set	Left

276

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
144		609	609	1		Simplified Needs Test (SNT) Applicant meets certain criteria for tax filing status and income level and is not required to provide asset information.	Y = SNT met N = SNT not met or insufficient information to determine SNT eligibility Blank	Left
145		610	623	14		Reject Reason Codes Alpha/numeric character indicating why an application or correction has been rejected. See Processing Codes/System Requirements section for specific code tables and details.	A to Z 01 to 99 Blank = Applicant not rejected Up to seven 2-character codes	Left

277

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
146		624	624	1		Selective Service Match Flag Results from SS Match for applicants who met criteria to be sent to match.	Y = Registration status confirmed N = Registration status not confirmed T = Temporarily Exempt Blank = Record not sent to Selective Service	Left
147		625	625	1		Selective Service Registration Flag Results from student's request to be registered with Selective Service.	Y = Registration completed N = Registration not completed T = Temporarily Exempt Blank = Record not sent to Selective Service.	Left
148		626	626	1		INS Match Flag Results from INS match for applicants who met criteria to be sent to match.	Y = Citizenship confirmed N = Citizenship not confirmed Blank = Record not sent to INS	Left

278

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
149		627	641	15		INS Verification Number Identification # provided by the Immigration and Naturalization Service indicating that primary verification was performed.	000000000000000 to 999999999999999 Blank	Left
150		642	642	1	Added	Secondary INS Match Flag Results from INS Confirmation for applicants who failed Primary Confirmation.	Y = Citizenship confirmed N = Citizenship not confirmed P = Pending results of Secondary INS Confirmation Blank = N/A	Left
151		643	657	15	Added	Filler INS Secondary Verification Number	For ED Use Only 000000000000000 to 999999999999999 Blank	Left

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
152		658	658	1		SSN Match Flag Results from SSN Match with Social Security Administration.	1 = No match on SSN 2 = SSN and name match, no match on DOB 3 = SSN match, no match on name 4 = SSN, Name, and DOB match 5 = SSN, name, DOB match with Date of Death 8 = Record not sent to SSA	Left
153		659	659	1		SSA Citizenship Flag Results from Citizenship Match with Social Security Administration.	A = U.S. citizen B = Legal alien, eligible to work C = Legal alien, not eligible to work D = Other E = Alien, student restricted, work authorized F = Conditionally legalized alien N = Unable to verify citizenship due to no match on SSN, name or date of birth * = Foreign Blank = Domestic born (U.S. Citizen)	Left

280

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
154		660	667	8	Modified year reference	SSN Date of Death Date of Death provided for this SSN from the Social Security Administration.	CCYYMMDD 19000101 to 20021231 Blank	Left
155		668	668	1		NSLDS Match Flag Results of the NSLDS Match.	1 = Eligible for Title IV Aid 2 = Default 3 = Overpayment 4 = Default and Overpayment 7 = Match but no data provided 8 = Record not sent to NSLDS	Right
156		669	669	1		VA Match Flag Results of the Veterans Affairs Match.	1 = Veteran status confirmed 2 = Record found on VA database but not a qualifying Veteran 3 = Record not found on VA database 4 = Record found on VA database but applicant on active duty 8 = Record not sent to VA Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
157		670	670	1		Prisoner Match	1 = Prisoner in local facility 2 = Prisoner in state or federal facility 8 = Record not sent to match Blank = has not yet been sent to SSA Prisoner Match OR not a prisoner	Left
158		671	671	1		Student is selected for Verification	Y = Selected N = Not Selected * = A subsequent transaction was selected for verification	Left

282

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
159		672	672	1		Subsequent Application Flag Indicates that an initial or renewal application with the same SSN and name ID as a transaction already on the CPS database was submitted.	Y = Subsequent application from student Blank = Not a subsequent application	Left
160		673	674	2		Application Source Site Code Indicates the origin of the initial application and the site location.	11 = Electronic App 21 = Electronic Renewal App 41 = FAFSA Express 52,53,55,56 = MDE Mt. Vernon 61 = FAFSA on the Web 62 = Renewal FAFSA on the Web 71 = CPS ADE	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
161		675	676	2	Added Values 76 and 77	Transaction Source Site Code Indicates the origin of the transaction and the site location.	11 = Electronic App 21 = Electronic Renewal App 31 = Electronic History Correction 41 = FAFSA Express 51,54 = MDE Lawrence 52,53,55,56 = MDE Mt. Vernon 61 = FAFSA on the Web 62 = Renewal FAFSA on the Web 63 = Corrections on the Web 64 = FAA Correction 71 = CPS ADE 72 = CPS System Generated 73 = CPS NSLDS Post-Screening 74 = CPS FDR and YTD 75 = CPS Signature HC 76 = CPS INS Secondary Confirmation 77 = CPS Prisoner Post-Screening 81 = PIC	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
162	112	677	680	4		DRN (Data Release Number) Will only be included when the transaction was initiated at the destination point.	0000 to 9999 Blank = Transaction not in response to electronic application	Left
163		681	688	8	Modified year reference	Transaction Processed Date Date that CPS computed this transaction.	Format is CCYYMMDD 20010101 to 20021231	Left
164		689	691	3		Compute Batch Number	000 to 999	Left
165		692	811	120	Added 2 in valid field content	Correction Flags See SAR/ISIR Correction Flags Correction /Highlights Table.	0 = No Correction Made 1= Field Corrected on this transaction 2 = Field Corrected on previous transaction Each correction flag byte corresponds to a specific SAR field	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
166		812	931	120		Highlight Flags Indicates fields highlighted in boldface on the SAR. See SAR/ISIR Correction Flags Correction / Highlights Table.	0 = No Highlight Made 1= Field Highlighted Each highlight flag byte corresponds to a specific SAR field	Right
167		932	936	5		Paid EFC Primary or Secondary EFC, whichever is lower.	00000 to 99999 Blank = None Calculated	Left
168		937	941	5		Primary EFC The primary 9 month EFC calculated. FNT, unless SNT met.	00000 to 99999 Blank = None Calculated	Left
169		942	946	5		Secondary EFC The secondary 9 month EFC calculated. FNT. Provided only if SNT is met and asset information is provided.	00000 to 99999 Blank = None Calculated	Left

286

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
170		947	947	1		Federal Pell Grant Paid EFC Type Identifies which EFC was placed in Paid EFC.	P = Primary EFC S = Secondary EFC Blank = None Calculated	Left
171		948	948	1		Primary EFC Type Identifies formula type used to calculate the primary EFC. Full Needs Test = FNT Simplified Needs Test = SNT	1 = FNT: Dependent 2 = FNT: Independent without dependents other than a spouse 3 = FNT: Independent with dependents other than a spouse 4 = SNT: Dependent 5 = SNT: Independent without dependents other than a spouse 6 = SNT: Independent with dependents other than a spouse Blank = None Calculated	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
172		949	949	1		Secondary EFC Type Identifies formula type used to calculate secondary EFC. Full Needs Test = FNT Simplified Needs Test = SNT	1 = FNT: Dependent 2 = FNT: Independent without dependents other than a spouse 3 = FNT: Independent with dependents other than a spouse 4 = SNT: Dependent 5 = SNT: Independent without dependents other than a spouse 6 = SNT: Independent with dependents other than a spouse Blank = None Calculated	Left
173		950	954	5		Primary Alternate Month 1 The primary alternate EFC used by FAO in determining eligibility based on periods of time other than 9 months.	00000 to 99999 Blank = None Calculated	Left

288

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
174		955	959	5		Primary Alternate Month 2	00000 to 99999 Blank = None Calculated	Left
175		960	964	5		Primary Alternate Month 3	00000 to 99999 Blank = None Calculated	Left
176		965	969	5		Primary Alternate Month 4	00000 to 99999 Blank = None Calculated	Left
177		970	974	5		Primary Alternate Month 5	00000 to 99999 Blank = None Calculated	Left
178		975	979	5		Primary Alternate Month 6	00000 to 99999 Blank = None Calculated	Left
179		980	984	5		Primary Alternate Month 7	00000 to 99999 Blank = None Calculated	Left
180		985	989	5		Primary Alternate Month 8	00000 to 99999 Blank = None Calculated	Left
181		990	994	5		Primary Alternate Month 10	00000 to 99999 Blank = None Calculated	Left
182		995	999	5		Primary Alternate Month 11	00000 to 99999 Blank = None Calculated	Left
183		1000	1004	5		Primary Alternate Month 12	00000 to 99999 Blank = None Calculated	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
184		1005	1009	5		Secondary Alternate Month 1 The secondary alternate EFC used by FAO in determining eligibility based on periods of time other than 9 months.	00000 to 99999 Blank = None Calculated	Left
185		1010	1014	5		Secondary Alternate Month 2	00000 to 99999 Blank = None Calculated	Left
186		1015	1019	5		Secondary Alternate Month 3	00000 to 99999 Blank = None Calculated	Left
187		1020	1024	5		Secondary Alternate Month 4	00000 to 99999 Blank = None Calculated	Left
188		1025	1029	5		Secondary Alternate Month 5	00000 to 99999 Blank = None Calculated	Left
189		1030	1034	5		Secondary Alternate Month 6	00000 to 99999 Blank = None Calculated	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
190		1035	1039	5		Secondary Alternate Month 7	00000 to 99999 Blank = None Calculated	Left
191		1040	1044	5		Secondary Alternate Month 8	00000 to 99999 Blank = None Calculated	Left
192		1045	1049	5		Secondary Alternate Month 10	00000 to 99999 Blank = None Calculated	Left
193		1050	1054	5		Secondary Alternate Month 11	00000 to 99999 Blank = None Calculated	Left
194		1055	1059	5		Secondary Alternate Month 12	00000 to 99999 Blank = None Calculated	Left
195		1060	1066	7		TI: Total Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
196		1067	1073	7		ATI: Allowances Against Total Income	0000000 to 9999999 Blank = None Calculated	Left
197		1074	1080	7		STX: State and Other Tax Allowance	-9999999 to 9999999 Blank = None Calculated	Right Signed
198		1081	1087	7		EA: Employment Allowance	0000000 to 9999999 Blank = None Calculated	Left
199		1088	1094	7		IPA: Income Protection Allowance	0000000 to 9999999 Blank = None Calculated	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
200		1095	1101	7		AI: Available Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
201		1102	1108	7		CAI: Contribution From Available Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
202		1109	1117	9		DNW: Discretionary Net Worth	-999999999 to 999999999 Blank = None Calculated	Right Signed
203		1118	1126	9		NW: EFC Net Worth	000000000 to 999999999 Blank = None Calculated	Left
204		1127	1135	9		APA: Asset Protection Allowance	000000000 to 999999999 Blank = None Calculated	Left
205		1136	1142	7		PCA: Parents' Contribution from Assets	-9999999 to 9999999 Blank = None Calculated	Right Signed
206		1143	1149	7		AAI: Adjusted Available Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
207		1150	1156	7		TSC: Total Student Contribution	0000000 to 9999999 Blank = None Calculated	Left
208		1157	1163	7		TPC: Total Parent Contribution	0000000 to 9999999 Blank = None Calculated	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
209		1164	1170	7		PC: Parents' Contribution	0000000 to 9999999 Blank = None Calculated	Left
210		1171	1177	7		STI: Student's Total Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
211		1178	1184	7		SATI: Student's Allowance against Total Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
212		1185	1191	7		SIC: Dependent Students' Income Contribution	0000000 to 9999999 Blank = None Calculated	Left
213		1192	1200	9		SDNW: Student's Discretionary Net Worth	-999999999 to 999999999 Blank = None Calculated	Right Signed
214		1201	1207	7		SCA: Student's Contribution from Assets	-9999999 to 9999999 Blank = None Calculated	Right Signed
215		1208	1214	7		FTI: FISAP Total Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
216		1215	1221	7		SEC TI: Secondary Total Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
217		1222	1228	7		SEC ATI: Secondary Allowances Against Total Income	0000000 to 9999999 Blank = None Calculated	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
218		1229	1235	7		SEC STX: Secondary State Tax Allowance	-9999999 to 9999999 Blank = None Calculated	Right Signed
219		1236	1242	7		SEC EA: Secondary Employment Allowance	0000000 to 9999999 Blank = None Calculated	Left
220		1243	1249	7		SEC IPA: Secondary Income Protection Allowance	0000000 to 9999999 Blank = None Calculated	Left
221		1250	1256	7		SEC AI: Secondary Available Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
222		1257	1263	7		SEC CAI: Secondary Contribution From Available Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
223		1264	1272	9		SEC DNW: Secondary Discretionary Net Worth	-999999999 to 999999999 Blank = None Calculated	Right Signed
224		1273	1281	9		SEC NW: Secondary Net Worth	000000000 to 999999999 Blank = None Calculated	Left
225		1282	1290	9		SEC APA: Secondary Asset Protection Allowances	000000000 to 999999999 Blank = None Calculated	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
226		1291	1297	7		SEC PCA: Secondary Parents' Contribution from Assets	-9999999 to 9999999 Blank = None Calculated	Right Signed
227		1298	1304	7		SEC AAI: Secondary Adjusted Available Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
228		1305	1311	7		SEC TSC: Secondary Total Student Contribution	0000000 to 9999999 Blank = None Calculated	Left
229		1312	1318	7		SEC TPC: Secondary Total Parent Contribution	0000000 to 9999999 Blank = None Calculated	Left
230		1319	1325	7		SEC PC: Secondary Parents' Contribution	0000000 to 9999999 Blank = None Calculated	Left
231		1326	1332	7		SEC STI: Secondary Student's Total Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
232		1333	1339	7		SEC SATI: Secondary Student's Allowance Against Total Income	-9999999 to 9999999 Blank = None Calculated	Right Signed

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
233		1340	1346	7		SEC SIC: Secondary Student's Dependent Income Contribution	0000000 to 9999999 Blank = None Calculated	Left
234		1347	1355	9		SEC SDNW: Secondary Student's Discretionary Net Worth	-999999999 to 999999999 Blank = None Calculated	Right Signed
235		1356	1362	7		SEC SCA: Secondary Student's Contribution from Assets	-9999999 to 9999999 Blank = None Calculated	Right Signed
236		1363	1369	7		SEC FTI: Secondary FISAP Total Income	-9999999 to 9999999 Blank = None Calculated	Right Signed
237		1370	1370	1		Assumed Citizenship	1 = Assumed Student is a citizen 2 = Assumed student is an eligible noncitizen Blank = No assumption	Left
238		1371	1371	1	Modified value of 2	Assumed Student's Marital Status	1 = Assumed unmarried 2 = Assumed married / remarried Blank = No assumption	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
239		1372	1377	6		Assumed Student's AGI	-999999 to 999999 Blank = No assumption	Right Signed Signed
240		1378	1382	5		Assumed Student's U.S. Tax Paid	00000 to 99999 Blank = No assumption	Left
241		1383	1388	6		Assumed Student's Income from Work	-999999 to 999999 Blank = No assumption	Right Signed
242		1389	1394	6		Assumed Spouse's Income from Work	-999999 to 999999 Blank = No assumption	Right Signed
243		1395	1399	5	Modified field name	Assumed Student's Total from Worksheet C	00000 to 99999 Blank = No assumption	Left
244		1400	1400	1		Assumed Date of Birth Prior	1 = Assumed Yes 2 = Assumed No Blank = No assumption	Left
245		1401	1401	1	Modified title	Assumed Student Is Married / Remarried	1 = Assumed Yes 2 = Assumed No Blank = No assumption	Left
246		1402	1402	1	Added	Assumed Have Children you support?	1 = Assumed Yes 2 = Assumed No Blank = No assumption	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
247		1403	1403	1	Modified title	Assumed Have Legal Dependents Other than Children or Spouse?	2 = Assumed no legal dependents Blank = No assumption	Left
248		1404	1404	1		Assumed VA Status	2 = Assumed not a Veteran Blank = No assumption	Left
249		1405	1406	2		Assumed Student's # in Family	00 to 99 Blank = No assumption	Left
250		1407	1407	1		Assumed Student's # in College	0 to 9 Blank = No assumption	Left
251		1408	1408	1		Assumed Parents' Marital Status	1 = Assumed married / remarried 2 = Assumed single Blank = No assumption	Left
252		1409	1417	9	Modified title	Assumed Father's / Stepfather's SSN	000000000 to 999999999 Blank	Right
253		1418	1426	9	Modified title	Assumed Mother's / Stepmother's SSN	000000000 to 999999999 Blank	Right
254		1427	1428	2		Assumed Parents' # in Family	00 to 99 Blank = No assumption	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
255		1429	1429	1		Assumed Parents' # in College	0 to 9 Blank = No assumption	Left
256		1430	1435	6		Assumed Parents' AGI	-999999 to 999999 Blank = No assumption	Right Signed
257		1436	1441	6		Assumed Parents' U.S. Tax Paid	000000 to 999999 Blank = No assumption	Left
258		1442	1447	6	Modified title	Assumed Father's / Stepfather's Income Earned from Work	-999999 to 999999 Blank = No assumption	Right Signed
259		1448	1453	6	Modified title	Assumed Mother's / Stepmother's Income Earned from Work	-999999 to 999999 Blank = No assumption	Right Signed
260		1454	1458	5	Modified field name	Assumed Parents' Total from Worksheet C	00000 to 99999 Blank = No assumption	Left
261		1459	1518	60		Comment Codes Comments provided by CPS to further communicate important results and processing information.	Twenty 3-digit numeric comment codes. (See ISIR Comment Code Text.) Unused positions contain all zeroes.	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
262		1519	1538	20		SAR Acknowledgement Comment Codes Codes are entered from left to right by the CPS and the unused positions are filled with zeros.	Ten 2-digit codes for comments appearing on the SAR Acknowledgement. (See Acknowledgment Comment Code Text).	Right
263		1539	1539	1		Pell Grant Eligibility Flag Indicates transaction has been determined eligible for a Federal Pell Grant by the CPS.	Y = This transaction determined eligible for a Federal Pell Grant. Blank = This transaction determined ineligible for a Federal Pell Grant	Left
264		1540	1541	2		Reprocessed Reason Code The code indicating why an ISIR was reprocessed by the CPS. A network message will be sent identifying definition of the code.	01 to 99 Blank = Not a reprocessed transaction	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
265		1542	1549	8	Modified year reference	Duplicate Date CPS Process Date of the duplicate transaction requested.	Format is CCYYMMDD 20010101 to 20021231 Blank	Left
266		1550	1550	1		ISIR Transaction Type Where the transaction was generated from.	0 = Electronic initial application 1 = Automatic ISIR generated 2 = Electronic correction 3 = Electronic duplicate request 5 = Electronic renewal application	Right
267		1551	1551	1		Electronic Federal School Code Indicator Identifies one of the colleges listed in Fields 91, 93, 95, 97, 99 or 101 that initiated the electronic action to create this transaction.	1 = Federal School Code #1 2 = Federal School Code #2 3 = Federal School Code #3 4 = Federal School Code #4 5 = Federal School Code #5 6 = Federal School Code #6 Blank = No Federal School Code	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
268		1552	1557	6		Multi School Code Flags Each byte of this field corresponds to the 6 Federal School Code choices. If the second byte of this field has a Y, then the Federal School Code listed in Federal School Code #2 is associated with the destination point.	Y or Blank is valid in any one of the 6 positions. There may be more than 1 Y in the case of a servicer. Will never be entirely blank, except on State Agency ISIRs.	Left
269		1558	1558	1	Added	Duplicate SSN Indicator Indicates if another filer is using this original SSN in their original SSN field.	Y = Another filer also using this SSN Blank = N/A	Left

302

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
270		1559	1580	22		Filler	For ED Use Only	Left
271		1581	1582	2		NSLDS Transaction Number Reflects the latest transaction number for which NSLDS updated information. Will never be blank.	01 to 99	Right
272		1583	1583	1		NSLDS Database Results Flag	1 = Record matched, data sent 2 = SSN match, no name or date of birth match-no data sent 3 = SSN not found in NSLDS 4 = Full match, no relevant data to send	Left
273		1584	1584	1		NSLDS Flag For NSLDS Use Only	Y N Blank	Left
274		1585	1585	1	Modified added values of D and W	NSLDS Pell Overpayment Flag	D = Deferred N = N/A S (Satisfactory Repayment Arrangements) W = Waived Y = Overpayment	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
275		1586	1593	8		NSLDS Pell Overpayment Contact	Numeric school code N/A Y (more than one)	Right
276		1594	1594	1	Modified added values of D and W	NSLDS SEOG Overpayment Flag	D = Deferred N = N/A S (Satisfactory Repayment Arrangements) W = Waived Y = Overpayment	Left
277		1595	1602	8		NSLDS SEOG Overpayment Contact	Numeric school code N/A Y (more than one)	Right
278		1603	1603	1	Modified added values of D and W	NSLDS Perkins Overpayment Flag	D = Deferred N = N/A S (Satisfactory Repayment Arrangements) W = Waived Y = Overpayment	Left
279		1604	1611	8		NSLDS Perkins Overpayment Contact	Numeric school code N/A Y (more than one)	Left
280		1612	1612	1		NSLDS Defaulted Loan Flag	Y or N	Left
281		1613	1613	1		NSLDS Discharged Loan Flag	Y or N	Left
282		1614	1614	1		NSLDS Loan Satisfactory Repayment Flag	Y or N	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
283		1615	1615	1		Active Bankruptcy Flag	Y or N	Left
284		1616	1621	6		NSLDS Aggregate Subsidized Outstanding Principle Balance	Numeric N/A	Right
285		1622	1627	6		NSLDS Aggregate Unsubsidized Outstanding Principle Balance	Numeric N/A	Right
286		1628	1633	6		NSLDS Aggregate Combined Outstanding Principle Balance	Numeric N/A	Right
287		1634	1639	6		NSLDS Aggregate Consolidated Outstanding Principle Balance	Numeric N/A	Right
288		1640	1645	6		NSLDS Aggregate Subsidized Pending Disbursement	Numeric N/A	Right
289		1646	1651	6		NSLDS Aggregate Unsubsidized Pending Disbursement	Numeric N/A	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
290		1652	1657	6		NSLDS Aggregate Combined Pending Disbursement	Numeric N/A	Right
291		1658	1663	6		NSLDS Aggregate Subsidized Total	Numeric N/A	Right
292		1664	1669	6		NSLDS Aggregate Unsubsidized Total	Numeric N/A	Right
293		1670	1675	6		NSLDS Aggregate Combined Total	Numeric N/A	Right
294		1676	1681	6		NSLDS Aggregate Consolidated Total	Numeric N/A	Right
295		1682	1687	6	Modified title	NSLDS Perkins Principle Balance	Numeric N/A	Right
296		1688	1693	6	Modified title	NSLDS Perkins Current Year Loan Amount	Numeric N/A	Right
297		1694	1695	2		Filler	For ED Use Only	Left
298		1696	1696	1		NSLDS Defaulted Loan Change Flag	# N	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
299		1697	1697	1		NSLDS Discharged Loan Change Flag	# N	Left
300		1698	1698	1		NSLDS Satisfactory Repayment Change Flag	# N	Left
301		1699	1699	1		NSLDS Active Bankruptcy Change Flag	# N	Left
302		1700	1700	1		NSLDS Overpayments Change Flag	# N	Left
303		1701	1701	1		NSLDS Aggregate Loan Change Flag	# N	Left
304		1702	1702	1		NSLDS Perkins Loan Change Flag	# N	Left
305		1703	1703	1		NSLDS Pell Payment Change Flag	# N	Left
306		1704	1704	1		NSLDS Additional Pell Flag	Y or N	Left
307		1705	1705	1		NSLDS Additional Loans Flag	Y or N	Left
308		1706	1706	1	Added	Direct Loan Master-Prom Note Flag	A = Active C = Closed I = Inactive N = No MPN on file	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
309		1707	1707	1	Added	NSLDS FFEL Master-Prom Note Flag	A = Active C = Closed I = Inactive N = No MPN on file	Left
310		1708	1713	6	Added	NSLDS FFEL Lender Code	Alpha/Numeric Y = More than 1 lender N/A X00000 to X99999 Valid characters for the first position are 0, B, E, or G. Blank	Left
311	-	1714	1715	2		NSLDS Pell Sequence Number (1)	01 to 03 Blank	Left
312		1716	1718	3		NSLDS Pell Verification Flag (1)	Alpha field N/A	Left
313		1719	1724	6	Modified Increased field length by 2	NSLDS Pell EFC (1)	000000 to 999999 Blank	Left
314		1725	1732	8		NSLDS Pell School Code (1)	Numeric Blank	Right
315		1733	1734	2		NSLDS Pell Transaction Number (1)	Numeric Blank	Right
316		1735	1742	8		NSLDS Pell Last Update Date (1)	Numeric (CCYYMMDD) N/A Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
317		1743	1748	6	Modified Increased field length by 2.	NSLDS Pell Scheduled Amount (1) Whole dollar amount with leading zeros	Numeric Blank	Right
318		1749	1754	6	Modified Increased field length by 2	NSLDS Pell Amount Paid to Date (1) Whole dollar amount with leading zeros	Numeric Blank	Left
319		1755	1760	6	Modified Increased field length by 2	NSLDS Pell Remaining Amount to Pay (1) Whole dollar amount with leading zeros	Numeric Blank	Right
320		1761	1765	5		NSLDS Pell Percent Scheduled Award Used (1) Whole percent with leading zeros e.g. 50% = 00050	Numeric Blank	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
321		1766	1771	6	Modified Increased field length by 2	NSLDS Pell Award Amount (1) Whole dollar amount with leading zeros	Numeric Blank	Right
322		1772	1773	2		NSLDS Pell Sequence Number (2)	01 to 03 Blank	Left
323		1774	1776	3		NSLDS Pell Verification Flag (2)	Alpha field N/A	Left
324		1777	1782	6	Modified Increased field length by 2	NSLDS Pell EFC (2)	000000 to 999999 Blank	Left
325		1783	1790	8		NSLDS Pell School Code (2)	Numeric Blank	Right
326		1791	1792	2		NSLDS Pell Transaction Number (2)	Numeric Blank	Right
327		1793	1800	8		NSLDS Pell Last Update Date (2)	Numeric (CCYYMMDD) N/A Blank	Left
328		1801	1806	6	Modified Increased field length by 2	NSLDS Pell Scheduled Amount (2) Whole dollar amount with leading zeros	Numeric Blank	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
329		1807	1812	6	Modified Increased field length by 2	NSLDS Pell Amount Paid to Date (2) Whole dollar amount with leading zeros	Numeric Blank	Left
330		1813	1818	6	Modified Increased field length by 2	NSLDS Pell Remaining Amount to Pay (2) Whole dollar amount with leading zeros	Numeric Blank	Right
331		1819	1823	5		NSLDS Pell Percent Scheduled Award Used (2) Whole percent with leading zeros e.g. 50% = 00050	Numeric Blank	Right
332		1824	1829	6	Modified Increased field length by 2	NSLDS Pell Award Amount (2) Whole dollar amount with leading zeros	Numeric Blank	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
333		1830	1831	2		NSLDS Pell Sequence Number (3)	01 to 03 Blank	Left
334		1832	1834	3		NSLDS Pell Verification Flag (3)	Alpha field N/A	Left
335		1835	1840	6	Modified Increased field length by 2	NSLDS Pell EFC (3)	000000 to 999999 Blank	Left
336		1841	1848	8		NSLDS Pell School Code (3)	Numeric Blank	Right
337		1849	1850	2		NSLDS Pell Transaction Number (3)	Numeric Blank	Right
338		1851	1858	8		NSLDS Pell Last Update Date (3)	Numeric (CCYYMMDD) N/A Blank	Left
339		1859	1864	6	Modified Increased field length by 2	NSLDS Pell Scheduled Amount (3) Whole dollar amount with leading zeros	Numeric Blank	Right
340		1865	1870	6	Modified Increased field length by 2	NSLDS Pell Amount Paid to Date (3) Whole dollar amount with leading zeros	Numeric Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
341		1871	1876	6	Modified Increased field length by 2	NSLDS Pell Remaining Amount to Pay (3) Whole dollar amount with leading zeros	Numeric Blank	Right
342		1877	1881	5		NSLDS Pell Percent Scheduled Award Used (3) Whole percent with leading zeros e.g. 50% = 00050	Numeric Blank	Right
343		1882	1887	6	Modified Increased field length by 2	NSLDS Pell Award Amount (3) Whole dollar amount with leading zeros	Numeric Blank	Right
344		1888	1889	2		NSLDS Loan (1) Sequence Number	01 to 12 Blank	Left
345		1890	1890	1		NSLDS Loan (1) Type Code	D = Defaulted R = Recent Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
346		1891	1891	1		NSLDS Loan (1) Change Flag	# N Blank	Left
347		1892	1893	2		NSLDS Loan (1) Program Code	See NSLDS Loan Program Codes Table	Left
348		1894	1899	6		NSLDS Loan (1) Net Amount	000000 to 999999 Blank	Right
349		1900	1901	2		NSLDS Loan (1) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
350		1902	1909	8		NSLDS Loan (1) Current Status Date	Format is CCYYMMDD Blank	Left
351		1910	1915	6	Modified field name	NSLDS Loan (1) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right
352		1916	1923	8	Modified field name	NSLDS Loan (1) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
353		1924	1931	8		NSLDS Loan (1) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
354		1932	1939	8		NSLDS Loan (1) End Date	Numeric (CCYYMMDD) N/A Blank	Left
355		1940	1942	3		NSLDS Loan (1) GA Code	Numeric N/A Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
356		1943	1945	3		NSLDS Loan (1) Contact Type	Alpha N/A Blank	Left
357		1946	1953	8		NSLDS Loan (1) School Code	Numeric N/A Blank	Left
358		1954	1961	8		NSLDS Loan (1) Contact Code	Numeric N/A Blank	Left
359		1962	1964	3		NSLDS Loan (1) Grade Level	Numeric N/A Blank	Left
360		1965	1965	1	Added	NSLDS Loan (1) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
361		1966	1966	1	Added	NSLDS Loan (1) Capitalized Interest Flag	Y = Yes N = No	Left
362		1967	1968	2		NSLDS Loan (2) Sequence Number	01 to 12 Blank	Left
363		1969	1969	1		NSLDS Loan (2) Type Code	D = Defaulted R = Recent Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
364		1970	1970	1		NSLDS Loan (2) Change Flag	# N Blank	Left
365		1971	1972	2		NSLDS Loan (2) Program Code	See NSLDS Loan Program Codes Table	Left
366		1973	1978	6		NSLDS Loan (2) Net Amount	000000 to 999999 Blank	Right
367		1979	1980	2		NSLDS Loan (2) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
368		1981	1988	8		NSLDS Loan (2) Current Status Date	Format is CCYYMMDD Blank	Left
369		1989	1994	6	Modified field name	NSLDS Loan (2) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right
370		1995	2002	8	Modified field name	NSLDS Loan (2) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
371		2003	2010	8		NSLDS Loan (2) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
372		2011	2018	8		NSLDS Loan (2) End Date	Numeric (CCYYMMDD) N/A Blank	Left
373		2019	2021	3		NSLDS Loan (2) GA Code	Numeric N/A Blank	Left

316

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
374		2022	2024	3		NSLDS Loan (2) Contact Type	Alpha N/A Blank	Left
375		2025	2032	8		NSLDS Loan (2) School Code	Numeric N/A Blank	Left
376		2033	2040	8		NSLDS Loan (2) Contact Code	Numeric N/A Blank	Left
377		2041	2043	3		NSLDS Loan (2) Grade Level	Numeric N/A Blank	Left
378		2044	2044	1	Added	NSLDS Loan (2) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
379		2045	2045	1	Added	NSLDS Loan (2) Capitalized Interest Flag	Y = Yes N = No	Left
380		2046	2047	2		NSLDS Loan (3) Sequence Number	01 to 12 Blank	Left
381		2048	2048	1		NSLDS Loan (3) Type Code	D = Defaulted R = Recent Blank	Left
382		2049	2049	1		NSLDS Loan (3) Change Flag	# N Blank	Left
383		2050	2051	2		NSLDS Loan (3) Program Code	See NSLDS Loan Program Codes Table	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
384		2052	2057	6		NSLDS Loan (3) Net Amount	000000 to 999999 Blank	Right
385		2058	2059	2		NSLDS Loan (3) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
386		2060	2067	8		NSLDS Loan (3) Current Status Date	Format is CCYYMMDD Blank	Left
387		2068	2073	6	Modified field name	NSLDS Loan (3) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right
388		2074	2081	8	Modified field name	NSLDS Loan (3) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
389		2082	2089	8		NSLDS Loan (3) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
390		2090	2097	8		NSLDS Loan (3) End Date	Numeric (CCYYMMDD) N/A Blank	Left
391		2098	2100	3		NSLDS Loan (3) GA Code	Numeric N/A Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
392		2101	2103	3		NSLDS Loan (3) Contact Type	Alpha N/A Blank	Left
393		2104	2111	8		NSLDS Loan (3) School Code	Numeric N/A Blank	Left
394		2112	2119	8		NSLDS Loan (3) Contact Code	Numeric N/A Blank	Left
395		2120	2122	3		NSLDS Loan (3) Grade Level	Numeric N/A Blank	Left
396		2123	2123	1	Added	NSLDS Loan (3) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
397		2124	2124	1	Added	NSLDS Loan (3) Capitalized Interest Flag	Y = Yes N = No	Left
398		2125	2126	2		NSLDS Loan (4) Sequence Number	01 to 12 Blank	Left
399		2127	2127	1		NSLDS Loan (4) Type Code	D = Defaulted R = Recent Blank	Left
400		2128	2128	1		NSLDS Loan (4) Change Flag	# N Blank	Left
401		2129	2130	2		NSLDS Loan (4) Program Code	See NSLDS Loan Program Codes Table	Left
402		2131	2136	6		NSLDS Loan (4) Net Amount	000000 to 999999 Blank	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
403		2137	2138	2		NSLDS Loan (4) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
404		2139	2146	8		NSLDS Loan (4) Current Status Date	Format is CCYYMMDD Blank	Left
405		2147	2152	6	Modified field name	NSLDS Loan (4) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right
406		2153	2160	8	Modified field name	NSLDS Loan (4) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
407		2161	2168	8		NSLDS Loan (4) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
408		2169	2176	8		NSLDS Loan (4) End Date	Numeric (CCYYMMDD) N/A Blank	Left
409		2177	2179	3		NSLDS Loan (4) GA Code	Numeric N/A Blank	Left
410		2180	2182	3		NSLDS Loan (4) Contact Type	Alpha N/A Blank	Left
411		2183	2190	8		NSLDS Loan (4) School Code	Numeric N/A Blank	Left
412		2191	2198	8		NSLDS Loan (4) Contact Code	Numeric N/A Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
413		2199	2201	3		NSLDS Loan (4) Grade Level	Numeric N/A Blank	Left
414		2202	2202	1	Added	NSLDS Loan (4) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
415		2203	2203	1	Added	NSLDS Loan (4) Capitalized Interest Flag	Y = Yes N = No	Left
416		2204	2205	2		NSLDS Loan (5) Sequence Number	01 to 12 Blank	Left
417		2206	2206	1		NSLDS Loan (5) Type Code	D = Defaulted R = Recent Blank	Left
418		2207	2207	1		NSLDS Loan (5) Change Flag	# N Blank	Left
419		2208	2209	2		NSLDS Loan (5) Program Code	See NSLDS Loan Program Codes Table	Left
420		2210	2215	6		NSLDS Loan (5) Net Amount	000000 to 999999 Blank	Right
421		2216	2217	2		NSLDS Loan (5) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
422		2218	2225	8		NSLDS Loan (5) Current Status Date	Format is CCYYMMDD Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
423		2226	2231	6	Modified field name	NSLDS Loan (5) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right
424		2232	2239	8	Modified field name	NSLDS Loan (5) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
425		2240	2247	8		NSLDS Loan (5) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
426		2248	2255	8		NSLDS Loan (5) End Date	Numeric (CCYYMMDD) N/A Blank	Left
427		2256	2258	3		NSLDS Loan (5) GA Code	Numeric N/A Blank	Left
428		2259	2261	3		NSLDS Loan (5) Contact Type	Alpha N/A Blank	Left
429		2262	2269	8		NSLDS Loan (5) School Code	Numeric N/A Blank	Left
430		2270	2277	8		NSLDS Loan (5) Contact Code	Numeric N/A Blank	Left
431		2278	2280	3		NSLDS Loan (5) Grade Level	Numeric N/A Blank	Left

322

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
432		2281	2281	1	Added	NSLDS Loan (5) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
433		2282	2282	1	Added	NSLDS Loan (5) Capitalized Interest Flag	Y = Yes N = No	Left
434		2283	2284	2		NSLDS Loan (6) Sequence Number	01 to 12 Blank	Left
435		2285	2285	1		NSLDS Loan (6) Type Code	D = Defaulted R = Recent Blank	Left
436		2286	2286	1		NSLDS Loan (6) Change Flag	# N Blank	Left
437		2287	2288	2		NSLDS Loan (6) Program Code	See NSLDS Loan Program Codes Table	Left
438		2289	2294	6		NSLDS Loan (6) Net Amount	000000 to 999999 Blank	Right
439		2295	2296	2		NSLDS Loan (6) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
440		2297	2304	8		NSLDS Loan (6) Current Status Date	Format is CCYYMMDD Blank	Left
441		2305	2310	6	Modified field name	NSLDS Loan (6) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
442		2311	2318	8	Modified field name	NSLDS Loan (6) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
443		2319	2326	8	Modified field name	NSLDS Loan (6) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
444		2327	2334	8		NSLDS Loan (6) End Date	Numeric (CCYYMMDD) N/A Blank	Left
445		2335	2337	3		NSLDS Loan (6) GA Code	Numeric N/A Blank	Left
446		2338	2340	3		NSLDS Loan (6) Contact Type	Alpha N/A Blank	Left
447		2341	2348	8		NSLDS Loan (6) School Code	Numeric N/A Blank	Left
448		2349	2356	8		NSLDS Loan (6) Contact Code	Numeric N/A Blank	Left
449		2357	2359	3		NSLDS Loan (6) Grade Level	Numeric N/A Blank	Left
450		2360	2360	1	Added	NSLDS Loan (6) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
451		2361	2361	1	Added	NSLDS Loan (6) Capitalized Interest Flag	Y = Yes N = No	Left

324

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
452		2362	2363	2		NSLDS Loan (7) Sequence Number	01 to 12 Blank	Left
453		2364	2364	1		NSLDS Loan (7) Type Code	D = Defaulted R = Recent Blank	Left
454		2365	2365	1		NSLDS Loan (7) Change Flag	# N Blank	Left
455		2366	2367	2		NSLDS Loan (7) Program Code	See NSLDS Loan Program Codes Table	Left
456		2368	2373	6		NSLDS Loan (7) Net Amount	000000 to 999999 Blank	Right
457		2374	2375	2		NSLDS Loan (7) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
458		2376	2383	8		NSLDS Loan (7) Current Status Date	Format is CCYYMMDD Blank	Left
459		2384	2389	6	Modified field name	NSLDS Loan (7) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right
460		2390	2397	8		NSLDS Loan (7) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
461		2398	2405	8		NSLDS Loan (7) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
462		2406	2413	8		NSLDS Loan (7) End Date	Numeric (CCYYMMDD) N/A Blank	Left

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
463		2414	2416	3		NSLDS Loan (7) GA Code	Numeric N/A Blank	Left
464		2417	2419	3		NSLDS Loan (7) Contact Type	Alpha N/A Blank	Left
465		2420	2427	8		NSLDS Loan (7) School Code	Numeric N/A Blank	Left
466		2428	2435	8		NSLDS Loan (7) Contact Code	Numeric N/A Blank	Left
467		2436	2438	3		NSLDS Loan (7) Grade Level	Numeric N/A Blank	Left
468		2439	2439	1	Added	NSLDS Loan (7) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
469		2440	2440	1	Added	NSLDS Loan (7) Capitalized Interest Flag	Y = Yes N = No	Left
470		2441	2442	2		NSLDS Loan (8) Sequence Number	01 to 12 Blank	Left
471		2443	2443	1		NSLDS Loan (8) Type Code	D = Defaulted R = Recent Blank	Left
472		2444	2444	1		NSLDS Loan (8) Change Flag	# N Blank	Left
473		2445	2446	2		NSLDS Loan (8) Program Code	See NSLDS Loan Program Codes Table	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
474		2447	2452	6		NSLDS Loan (8) Net Amount	000000 to 999999 Blank	Right
475		2453	2454	2		NSLDS Loan (8) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
476		2455	2462	8		NSLDS Loan (8) Current Status Date	Format is CCYYMMDD Blank	Left
477		2463	2468	6	Modified field name	NSLDS Loan (8) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right
478		2469	2476	8	Modified field name	NSLDS Loan (8) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
479		2477	2484	8		NSLDS Loan (8) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
480		2485	2492	8		NSLDS Loan (8) End Date	Numeric (CCYYMMDD) N/A Blank	Left
481		2493	2495	3		NSLDS Loan (8) GA Code	Numeric N/A Blank	Left
482		2496	2498	3		NSLDS Loan (8) Contact Type	Alpha N/A Blank	Left
483		2499	2506	8		NSLDS Loan (8) School Code	Numeric N/A Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
484		2507	2514	8		NSLDS Loan (8) Contact Code	Numeric N/A Blank	Left
485		2515	2517	3		NSLDS Loan (8) Grade Level	Numeric N/A Blank	Left
486		2518	2518	1	Added	NSLDS Loan (8) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
487		2519	2519	1	Added	NSLDS Loan (8) Capitalized Interest Flag	Y = Yes N = No	Left
488		2520	2521	2		NSLDS Loan (9) Sequence Number	01 to 12 Blank	Left
489		2522	2522	1		NSLDS Loan (9) Type Code	D = Defaulted R = Recent Blank	Left
490		2523	2523	1		NSLDS Loan (9) Change Flag	# N Blank	Left
491		2524	2525	2		NSLDS Loan (9) Program Code	See NSLDS Loan Program Codes Table	Left
492		2526	2531	6		NSLDS Loan (9) Net Amount	000000 to 999999 Blank	Right
493		2532	2533	2		NSLDS Loan (9) Current Status Code	See NSLDS Loan Current Status Codes Table	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
494		2534	2541	8		NSLDS Loan (9) Current Status Date	Format is CCYYMMDD Blank	Left
495		2542	2547	6	Modified field name	NSLDS Loan (9) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right
496		2548	2555	8	Modified field name	NSLDS Loan (9) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
497		2556	2563	8		NSLDS Loan (9) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
498		2564	2571	8		NSLDS Loan (9) End Date	Numeric (CCYYMMDD) N/A Blank	Left
499		2572	2574	3		NSLDS Loan (9) GA Code	Numeric N/A Blank	Left
500		2575	2577	3		NSLDS Loan (9) Contact Type	Alpha N/A Blank	Left
501		2578	2585	8		NSLDS Loan (9) School Code	Numeric N/A Blank	Left
502		2586	2593	8		NSLDS Loan (9) Contact Code	Numeric N/A Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
503		2594	2596	3		NSLDS Loan (9) Grade Level	Numeric N/A Blank	Left
504		2597	2597	1	Added	NSLDS Loan (9) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
505		2598	2598	1	Added	NSLDS Loan (9) Capitalized Interest Flag	Y = Yes N = No	Left
506		2599	2600	2		NSLDS Loan (10) Sequence Number	01 to 12 Blank	Left
507		2601	2601	1		NSLDS Loan (10) Type Code	D = Defaulted R = Recent Blank	Left
508		2602	2602	1		NSLDS Loan (10) Change Flag	# N Blank	Left
509		2603	2604	2		NSLDS Loan (10) Program Code	See NSLDS Loan Program Codes Table	Left
510		2605	2610	6		NSLDS Loan (10) Net Amount	000000 to 999999 Blank	Right
511		2611	2612	2		NSLDS Loan (10) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
512		2613	2620	8		NSLDS Loan (10) Current Status Date	Format is CCYYMMDD Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
513		2621	2626	6	Modified field name	NSLDS Loan (10) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right
514		2627	2634	8	Modified field name	NSLDS Loan (10) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
515		2635	2642	8		NSLDS Loan (10) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
516		2643	2650	8		NSLDS Loan (10) End Date	Numeric (CCYYMMDD) N/A Blank	Left
517		2651	2653	3		NSLDS Loan (10) GA Code	Numeric N/A Blank	Left
518		2654	2656	3		NSLDS Loan (10) Contact Type	Alpha N/A Blank	Left
519		2657	2664	8		NSLDS Loan (10) School Code	Numeric N/A Blank	Left
520		2665	2672	8		NSLDS Loan (10) Contact Code	Numeric N/A Blank	Left
521		2673	2675	3		NSLDS Loan (10) Grade Level	Numeric N/A Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
522		2676	2676	1	Added	NSLDS Loan (10) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
523		2677	2677	1	Added	NSLDS Loan (10) Capitalized Interest Flag	Y = Yes N = No	Left
524		2678	2679	2		NSLDS Loan (11) Sequence Number	01 to 12 Blank	Left
525		2680	2680	1		NSLDS Loan (11) Type Code	D = Defaulted R = Recent Blank	Left
526		2681	2681	1		NSLDS Loan (11) Change Flag	# N Blank	Left
527		2682	2683	2		NSLDS Loan (11) Program Code	See NSLDS Loan Program Codes Table	Left
528		2684	2689	6		NSLDS Loan (11) Net Amount	000000 to 999999 Blank	Right
529		2690	2691	2		NSLDS Loan (11) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
530		2692	2699	8		NSLDS Loan (11) Current Status Date	Format is CCYYMMDD Blank	Left
531		2700	2705	6	Modified field name	NSLDS Loan (11) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
532		2706	2713	8	Modified field name	NSLDS Loan (11) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
533		2714	2721	8		NSLDS Loan (11) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
534		2722	2729	8		NSLDS Loan (11) End Date	Numeric (CCYYMMDD) N/A Blank	Left
535		2730	2732	3		NSLDS Loan (11) GA Code	Numeric N/A Blank	Left
536		2733	2735	3		NSLDS Loan (11) Contact Type	Alpha N/A Blank	Left
537		2736	2743	8		NSLDS Loan (11) School Code	Numeric N/A Blank	Left
538		2744	2751	8		NSLDS Loan (11) Contact Code	Numeric N/A Blank	Left
539		2752	2754	3		NSLDS Loan (11) Grade Level	Numeric N/A Blank	Left
540		2755	2755	1	Added	NSLDS Loan (11) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
541		2756	2756	1	Added	NSLDS Loan (11) Capitalized Interest Flag	Y = Yes N = No	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
542		2757	2758	2		NSLDS Loan (12) Sequence Number	01 to 12 Blank	Left
543		2759	2759	1		NSLDS Loan (12) Type Code	D = Defaulted R = Recent Blank	Left
544		2760	2760	1		NSLDS Loan (12) Change Flag	# N Blank	Left
545		2761	2762	2		NSLDS Loan (12) Program Code	See NSLDS Loan Program Codes Table	Left
546		2763	2768	6		NSLDS Loan (12) Net Amount	000000 to 999999 Blank	Right
547		2769	2770	2		NSLDS Loan (12) Current Status Code	See NSLDS Loan Current Status Codes Table	Left
548		2771	2778	8		NSLDS Loan (12) Current Status Date	Format is CCYYMMDD Blank	Left
549		2779	2784	6	Modified field name	NSLDS Loan (12) Aggregate Principle Balance	000000 to 999999 N/A Blank	Right
550		2785	2792	8	Modified field name	NSLDS Loan (12) Aggregate Principle Balance Date	Numeric (CCYYMMDD) N/A Blank	Left
551		2793	2800	8		NSLDS Loan (12) Begin Date	Numeric (CCYYMMDD) N/A Blank	Left
552		2801	2808	8		NSLDS Loan (12) End Date	Numeric (CCYYMMDD) N/A Blank	Left

ISIR Record Description/Data Dictionary (Continued)

(SARA02OP, EAPS02OP, REAP02OP, CORR02OP, ESFN02OP, ESFR02OP, FDRF02OP, SYSG02OP, YTDO02OP, YTDR02OP, YTDN02OP)

Field #	SAR Field	Start Position	End Position	Field Length	Added/ Modified	Field Name	Valid Field Content	Justify/ Signed
553		2809	2811	3		NSLDS Loan (12) GA Code	Numeric N/A Blank	Left
554		2812	2814	3		NSLDS Loan (12) Contact Type	Alpha N/A Blank	Left
555		2815	2822	8		NSLDS Loan (12) School Code	Numeric N/A Blank	Left
556		2823	2830	8		NSLDS Loan (12) Contact Code	Numeric N/A Blank	Left
557		2831	2833	3		NSLDS Loan (12) Grade Level	Numeric N/A Blank	Left
558		2834	2834	1	Added	NSLDS Loan (12) Extra Unsubsidized Loan Flag	P = PLUS denial H = Health Professional B = Both N = Neither	Left
559		2835	2835	1	Added	NSLDS Loan (12) Capitalized Interest Flag	Y = Yes N = No	Left
560		2836	2850	15		Filler	For ED Use Only	Left
	Total Bytes		**2850**					

Appendix D— Query Fields

App Express Module		
Field Name	Valid Values	Length
AAI: ADJUSTED AVAILABLE INCOME	Valid values are -9999999 to 9999999 and blank.	8
ADD DATE - ISIR	Valid values are CCYYMMDD.	8
AGE OF OLDER PARENT	Valid values are 00-99 and blank.	2
AI: AVAILABLE INCOME	Valid values are -9999999 to 9999999 and blank.	8
ALIEN REGISTRATION NUMBER	Valid values are 000000001-999999999 and blank.	9
APA: ASSET PROTECTION ALLOWANCE	Valid values are 000000000 to 999999999 and blank.	9
APPLICATION RECEIPT DATE	Valid values are 20010101 to 20021231.	8
APPLICATION SOURCE SITE CODE	Valid values are 11 = Electronic App, 21 = Electronic Renewal App, 41 = FAFSA Express, 52,53,55,56 = MDE Mt. Vernon, 61 = FAFSA on the Web, 62 = Renewal FAFSA on the Web, and 71 = CPS ADE.	2
ARE YOU MALE?	Valid values are 1 = Yes, 2 = No, and blank.	1
ASSUMED CITIZENSHIP	Valid values are 1 = Assumed citizen, 2 = Assumed eligible non-citizen and blank.	1
ASSUMED DATE OF BIRTH PRIOR	Valid values are 1 = Assumed Yes, 2 = Assumed No, and blank.	1
ASSUMED FATHER'S INCOME FROM WORK	Valid values are -999999 to 999999 and blank.	7
ASSUMED FATHER'S SSN	Valid values are 000000000 to 999999999 and blank.	9
ASSUMED HAVE CHILDREN YOU SUPPORT?	Valid values are 1 = Assumed Yes, 2 = Assumed No, and blank.	1
ASSUMED HAVE LEGAL DEP OTHER THAN CHILDREN/SPOUSE	Valid values are 2 = Assumed no legal dependents and blank.	1
ASSUMED MOTHER'S INCOME FROM WORK	Valid values are -999999 to 999999 and blank.	7
ASSUMED MOTHER'S SSN	Valid values are 000000000 to 999999999 and blank.	9
ASSUMED PARENTS' # IN COLLEGE	Valid values are 0 to 9 and blank.	1

Appendix D— Query Fields

App Express Module		
Field Name	**Valid Values**	**Length**
ASSUMED PARENTS' # IN FAMILY	Valid values are 00 to 99 and blank.	2
ASSUMED PARENTS' AGI	Valid values are -999999 to 999999 or blank.	7
ASSUMED PARENTS' MARITAL STATUS	Valid values are 1 = Assumed married/remarried, 2 = Assumed single and blank.	1
ASSUMED PARENTS' TOTAL FROM WORKSHEET C	Valid values are 00000 to 99999 and blank.	5
ASSUMED PARENTS' U.S. TAX PAID	Valid values are 000000 to 999999 and blank.	6
ASSUMED SPOUSE'S INCOME FROM WORK	Valid values are -999999 to 999999 and blank.	7
ASSUMED STUDENT IS MARRIED/REMARRIED	Valid values are 1 = Assumed Yes, 2 = Assumed No, and blank.	1
ASSUMED STUDENT'S # IN COLLEGE	Valid values are 0 to 9 and blank.	1
ASSUMED STUDENT'S # IN FAMILY	Valid values are 00 to 99 and blank.	2
ASSUMED STUDENT'S AGI	Valid values are -999999 to 999999 and blank.	7
ASSUMED STUDENT'S INCOME FROM WORK	Valid values are -999999 to 999999 and blank.	7
ASSUMED STUDENT'S MARITAL STATUS	Valid values are 1 = Assumed unmarried, 2 = Assumed married/remarried and blank.	1
ASSUMED STUDENT'S TOTAL FROM WORKSHEET C	Valid values are 00000 to 99999 and blank.	5
ASSUMED STUDENT'S U.S. TAX PAID	Valid values are 00000 to 99999 and blank.	5
ASSUMED VETERAN OF U.S. ARMED FORCES	Valid values are 2 = Assumed not a veteran and blank.	1
ASSUMPTION OVERRIDE 1	Valid values are 1=Yes and blank.	1
ASSUMPTION OVERRIDE 2	Valid values are 1 = Yes and blank.	1
ASSUMPTION OVERRIDE 3	Valid values are 1=Yes and blank.	1
ASSUMPTION OVERRIDE 4	Valid values are 1=Yes and blank.	1
ASSUMPTION OVERRIDE 5	Valid values are 1=Yes and blank.	1

Appendix D— Query Fields

App Express Module Field Name	Valid Values	Length
ASSUMPTION OVERRIDE 6	**Valid values are 1=Yes and blank.**	1
ATI: ALLOWANCES AGAINST TOTAL INCOME	Valid values are 0000000 to 9999999 and blank.	7
AUTOMATIC ZERO EFC	Valid values are Y = EFC set to zero based on income criteria and Blank = Flag not set.	1
BATCH ID	Valid values are 2 characters for Batch Type (#A = Electronic App ISIRs, #B = Renewal App, #C = Correction / Duplicate ISIRs, #F = FDR ISIRs, #G = System Generated ISIRs, #I =YTD ISIRs, #K = State Agency Non-Resident ISIRs, #L = Full State Agency Resident ISIRs, #S = Signature ISIRs, #Y = Reprocessed Records, #Z = CPS System generated), 1 digit Cycle Year = 2, 6 characters for Federal School Code, 8 digits for current date in CCYYMMDD format, and 6 digits for current time in HHMMSS format	23
BATCH YEAR	Valid values are 2 (for 2001-2002).	1
BORN BEFORE 01/01/1978?	Valid values are 1 = Yes, 2 = No, and blank.	1
CAI: CONTRIBUTION FROM AVAILABLE INCOME	Valid values are -9999999 to 9999999 or blank.	8
CITIZENSHIP STATUS	Valid values are 1 = U.S. Citizen, 2 = Eligible Non-citizen, 3 = Ineligible Non-citizen and blank.	1
COMMENT CODES	Valid values are: See EDE Technical Reference.	80
CORRECTION APPLIED AGAINST TRANSACTION NUMBER	Valid values are 01 - 99 and blank.	2
CPS COMPUTE BATCH NUMBER	Valid values are 000-999.	3
DATE APPLICATION COMPLETED	Valid values are 20010101 to 20021231.	8
DATE OF BIRTH	Valid values are 19000101 to 19991231 and Blank.	8

Appendix D— Query Fields

App Express Module		
Field Name	Valid Values	Length
DEGREE/CERTIFICATE	Valid values are 1 = 1st Bachelor's Degree, 2 = 2nd Bachelor's Degree, 3 = Associate Degree (occupational or technical program), 4 = Associate Degree (general education or transfer program), 5 = Certificate or diploma for completing an occupational, technical, or educational program of less than two years, 6 = Certificate or Diploma for completing an occupational, technical, or educational program of at least two years, 7 = Teaching Credential Program (non-degree program), 8 = Graduate or Professional Degree, 9 = Other/Undecided, and Blank.	1
DEPENDENCY OVERRIDE	Valid values are 1 = Override, 2 = Cancel dependency override, 3 = Override failed, and blank = No overrride.	1
DEPENDENCY STATUS	Valid values are I = Independent, D = Dependent, X = Rejected Dependent, Y = Rejected Independent.	1
DNW: DISCRETIONARY NET WORTH	Valid values are -999999999 to 999999999 and blank.	10
DRIVER'S LICENSE NUMBER	Valid values are 0-9, A-Z, spaces, -(dash), * (asterisk) and blank.	20
DRIVER'S LICENSE STATE CODE	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
DRN	Valid values are 0000 to 9999 or blank.	4
DRUG CONVICTION AFFECTING ELIGIBILITY?	Valid values are 1=No, 2=Yes(Part-Year), 3 =Yes/Don't know, and Blank.	1
DUPLICATE DATE	Valid values are 20010101 to 20021231 and blank.	8
DUPLICATE REQUEST INDICATOR	Valid values are D=duplicate request and blank=no duplicate request.	1
DUPLICATE SSN FLAG	Valid values are Y = Another filer also using this SSN and blank = No other person using this SSN.	1
EA: EMPLOYMENT ALLOWANCE	Valid values are 0000000 to 9999999 and blank.	7

Appendix D— Query Fields

App Express Module

Field Name	Valid Values	Length
EARLY ANALYSIS FLAG	Valid values are 1 = Early Applicant and blank = Not an Early Applicant.	1
EFC	Valid values are 00000-99999 and blank.	5
EFC CHANGE FLAG	Valid values are 1 = EFC increase, 2 = EFC decrease, and Blank = No change.	1
ELECTRONIC FEDERAL SCHOOL CODE INDICATOR	Valid values are 1 = College Choice 1, 2 = College Choice 2, 3 = College Choice 3, 4 = College Choice 4, 5 = College Choice 5, 6 = College Choice 6 and blank.	1
ELECTRONIC VERSION NUMBER	Valid values are V00000-V99999.	6
ENROLLMENT PLAN FALL SEMESTER OR QUARTER 2001	Valid values are 1 = Full Time/Not Sure, 2 = 3/4 Time, 3 = 1/2 Time, 4 = Less than 1/2 Time, 5 = Not Attending, and blank.	1
ENROLLMENT PLAN SPRING SEMESTER OR QUARTER 2002	Valid values are 1 = Full Time/Not Sure, 2 = 3/4 Time, 3 = 1/2 Time, 4 = Less than 1/2 Time, 5 = Not Attending, and blank.	1
ENROLLMENT PLAN SUMMER TERM 2001	Valid values are 1 = Full Time/Not Sure, 2 = 3/4 Time, 3 = 1/2 Time, 4 = Less than 1/2 Time, 5 = Not Attending, and blank.	1
ENROLLMENT PLAN SUMMER TERM 2002	Valid values are 1 = Full Time/Not Sure, 2 = 3/4 Time, 3 = 1/2 Time, 4 = Less than 1/2 Time, 5 = Not Attending, and blank.	1
ENROLLMENT PLAN WINTER QUARTER 2001	Valid values are 1 = Full Time/Not Sure, 2 = 3/4 Time, 3 = 1/2 Time, 4 = Less than 1/2 Time, 5 = Not Attending, and blank.	1
ENROLLMENT STATUSES	Valid values are 1 = Full Time/Not Sure, 2 = 3/4 Time, 3 = 1/2 Time, 4 = Less than 1/2 Time, 5 = Not Attending, and blank.	9
ETI DESTINATION CODE	Valid values are TG00000-TG99999.	7
FAA ADJUSTMENT	Valid values are 1 = EFC Adjustment Processed, 2 = EFC Adjustment request failed, and blank.	1

Appendix D— Query Fields

App Express Module		
Field Name	Valid Values	Length
FATHER'S GRADE LEVEL COMPLETED	Valid values are 1=Middle School/Jr. High, 2=High School, 3=College or Beyond, 4=Other/Unknown and blank.	1
FATHER'S INCOME EARNED FROM WORK	Valid values are -999999 to 999999 and blank.	7
FATHER'S/STEPFATHER'S LAST NAME	Valid values are 0 to 9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	16
FATHER'S/STEPFATHER'S SSN	Valid values are 000000000 to 999999999 and blank.	9
FEDERAL SCHOOL CODE 1	Valid values are 000000-999999, B00000-B99999, E00000-E99999 and G00000-G99999.	6
FEDERAL SCHOOL CODE 2	Valid values are 000000-999999, B00000-B99999, E00000-E99999 and G00000-G99999.	6
FEDERAL SCHOOL CODE 3	Valid values are 000000-999999, B00000-B99999, E00000-E99999 and G00000-G99999.	6
FEDERAL SCHOOL CODE 4	Valid values are 000000-999999, B00000-B99999, E00000-E99999 and G00000-G99999.	6
FEDERAL SCHOOL CODE 5	Valid values are 000000-999999, B00000-B99999, E00000-E99999 and G00000-G99999.	6
FEDERAL SCHOOL CODE 6	Valid values are 000000-999999, B00000-B99999, E00000-E99999 and G00000-G99999.	6
FEDERAL SCHOOL CODES 1-6	Valid values are 000000-999999, B00000-B99999, E00000-E99999 and G00000-G99999.	41
FIRST BACHELOR'S DEGREE BY 07/01/2001?	Valid values are 1 = Yes, 2 = No, and blank.	1
FIRST NAME	Valid values are 0 to 9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	12
FTI: FISAP TOTAL INCOME	Valid values are -9999999 to 9999999 or blank.	8
GRADE LEVEL IN COLLEGE	Valid values are 0 = 1st year, never attended college, 1 = 1st year, attended college before, 2 = 2nd year/sophomore, 3 = 3rd year/junior, 4 = 4th year/senior, 5 = 5th year/other undergraduate, 6 = 1st year graduate/professional, 7 = Continuing graduate/professional, and Blank.	1

341

Appendix D— Query Fields

App Express Module		
Field Name	Valid Values	Length
HAVE CHILDREN YOU SUPPORT?	Valid values are 1 = Yes, 2 = No, and blank.	1
HAVE LEGAL DEPENDENTS OTHER THAN CHILDREN OR SPOUS	Valid values are 1 = Yes, 2 = No, and blank.	1
HIGH SCHOOL DIPLOMA OR GED RECEIVED?	Valid values are 1 = Yes, 2 = No, and blank.	1
HOUSING PLANS 1	Valid values are 1 = on-campus, 2 = off-campus, 3 = with parents, and Blank.	1
HOUSING PLANS 1-6	Valid values are 1 = on-campus, 2 = off-campus, 3 = with parents, and Blank.	11
HOUSING PLANS 2	Valid values are 1 = on-campus, 2 = off-campus, 3 = with parents, and Blank.	1
HOUSING PLANS 3	Valid values are 1 = on-campus, 2 = off-campus, 3 = with parents, and Blank.	1
HOUSING PLANS 4	Valid values are 1 = on-campus, 2 = off-campus, 3 = with parents, and Blank.	1
HOUSING PLANS 5	Valid values are 1 = on-campus, 2 = off-campus, 3 = with parents, and Blank.	1
HOUSING PLANS 6	Valid values are 1 = on-campus, 2 = off-campus, 3 = with parents, and Blank.	1
IMPORTED AS PLUS LOAN	Valid values are Y=Yes and blank.	1
IMPORTED AS SUB LOAN	Valid values are Y=Yes and blank.	1
IMPORTED AS UNSUB LOAN	Valid values are Y=Yes and blank.	1
INPUT RECORD TYPE	Valid values are C = Correction Application, D = Duplicate Request, H = History Correction, R = Renewal FAFSA/ Renewal FAFSA on the Web, S = FAFSA Express or FAFSA on the Web Application, and Blank = Initial Application.	1
INS MATCH FLAG	Valid values are Y = Citizenship confirmed, N = Citizenship not confirmed, and Blank = No match performed.	1

Appendix D— Query Fields

App Express Module

Field Name	Valid Values	Length
INS SECONDARY MATCH FLAG	Valid values are Y = Citizenship confirmed, N = Citizenship not confirmed, P = Pending INS processing, and blank.	1
INS VERIFICATION NUMBER	Valid values are 000000000000000 to 999999999999999 and blank.	15
INTERESTED IN STUDENT EMPLOYMENT?	Valid values are 1 = Yes, 2 = No, and blank.	1
INTERESTED IN STUDENT LOANS?	Valid values are 1 = Yes, 2 = No, and blank.	1
IPA: INCOME PROTECTION ALLOWANCE	Valid values are 0000000 to 9999999 and blank.	7
IS STUDENT MARRIED?	Valid values are 1 = Yes, 2 = No, and blank.	1
ISIR TRANSACTION TYPE	Valid values are 0 = Elec. Initial App., 1 = Automatic ISIR, 2 = Elec. Corr., 3 = Elec. Dup. Request, and 5 = Elec. Renewal App.	1
LAST NAME	Valid values are 0 to 9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	16
LEGAL RESIDENCE DATE	Valid values are 190001 to 200212 and Blank.	6
MIDDLE INITIAL	Valid values are A-Z and blank.	1
MONTHLY VA EDUCATION BENEFITS	Valid values are 000 to 999 and blank.	4
MOTHER'S GRADE LEVEL COMPLETED	Valid values are 1=Middle School/Jr. High, 2=High School, 3=College or Beyond, 4=Other/Unknown and blank.	1
MOTHER'S INCOME EARNED FROM WORK	Valid values are -999999 to 999999 and blank.	7
MOTHER'S/STEPMOTHER'S LAST NAME	Valid values are 0 to 9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	16
MOTHER'S/STEPMOTHER'S SSN	Valid values are 000000000 to 999999999 and blank.	9
MULTIPLE SCHOOL CODE FLAGS	Valid values are Y = Yes and blank.	6
NO. OF MONTHS VA BENEFITS RECEIVED	Valid values are 00-12 and blank.	2

Appendix D— Query Fields

App Express Module

Field Name	Valid Values	Length
NSLDS DATABASE RESULTS FLAG	Valid Values are 1 = Record matched and data sent, 2 = SSN match, no name or date of birth match, no data sent, 3 = SSN not found in NSLDS, 4 = Full match, no relevant data to send.	1
NSLDS MATCH FLAG	Valid values are 1 = Eligible for Title IV Aid, 2 = Default, 3 = Overpayment, 4 = Default and Overpayment, 7 = Match but no data provided, and 8 = Record not sent to NSLDS.	1
NSLDS TRANSACTION NUMBER	Valid values are 01 to 99.	2
NW: EFC NET WORTH	Valid values are 000000000 to 999999999 and blank.	9
ORIGINAL NAME ID	Valid values are Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	2
ORIGINATING FEDERAL SCHOOL CODE	Valid values are 000000-999999, B00000-B99999, E00000-E99999 and G00000-G99999.	6
ORPHAN OR WARD OF COURT?	Valid values are 1 = Yes, 2 = No, and blank.	1
PAID EFC	Valid values are 00000-99999 and blank.	5
PAID EFC TYPE	Valid values are P = Primary EFC, S = Secondary EFC, and Blank = None calculated.	1
PARENTS' ADJUSTED GROSS INCOME	Valid values are -999999 to 999999 and blank.	7
PARENTS' BUSINESS/FARM NET WORTH	Valid values are 000000 to 999999 and blank.	6
PARENTS' CALCULATED TAX STATUS	Valid values are 1, 2, or 3 = Tax Filer, 4 or 5 = Non-Tax Filer, and Blank.	1
PARENTS' CASH, SAVINGS, AND CHECKING	Valid values are 000000 to 999999 and blank.	6
PARENTS' ELIGIBLE TO FILE 1040A OR 1040EZ?	Valid values are 1 = Yes, 2 = No, 3 = Don't know, and Blank.	1
PARENTS' EXEMPTIONS CLAIMED	Valid values are 00-99 and blank.	2
PARENTS' INVESTMENT NET WORTH	Valid values are 000000-999999 and blank.	6
PARENTS' LEGAL RESIDENCE DATE	Valid values are 190001 to 200212 and Blank.	6
PARENTS' LEGAL RESIDENTS BEFORE 01/01/1996?	Valid values are 1 = Yes, 2 = No and blank.	1

Appendix D— Query Fields

App Express Module		
Field Name	Valid Values	Length
PARENTS' MARITAL STATUS	Valid values are 1 = Married/Remarried, 2 = Single, 3 = Divorced/Separated, 4 = Widowed, and blank.	1
PARENTS' NUMBER IN COLLEGE	Valid values are 1 to 9 and blank.	1
PARENTS' NUMBER OF FAMILY MEMBERS	Valid values are 01 to 99 and blank.	2
PARENTS' STATE OF LEGAL RESIDENCE	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
PARENTS' TAX RETURN FILED?	Valid values are 1 = Completed, 2 = Will file, 3 = Will not file, and Blank.	1
PARENTS' TOTAL FROM WORKSHEET A	Valid values are 00000 to 99999 and blank.	5
PARENTS' TOTAL FROM WORKSHEET B	Valid values are 00000 to 99999 and blank.	5
PARENTS' TOTAL FROM WORKSHEET C	Valid values are 00000 to 99999 and blank.	5
PARENTS' TYPE OF TAX RETURN USED?	Valid values are 1 = 1040, 2 = 1040A,1040EZ,1040Telefile, 3 = Foreign Tax Return, 4=Tax return from Puerto Rico, Guam, American Samoa, the Virgin Islands, Marshall Islands, the Federate States of Micronesia or Palau, and Blank.	1
PARENTS' U.S. INCOME TAX PAID	Valid values are 000000 to 999999 and blank.	6
PC: PARENTS' CONTRIBUTION	Valid values are 0000000 to 9999999 and blank.	7
PCA: PARENTS' CONTRIBUTION FROM ASSETS	Valid values are -9999999 to 9999999 and blank.	8
PELL GRANT ELIGIBILITY FLAG	Valid values are Y = This transaction determined eligible for a Federal Pell Grant and Blank = This transaction determined ineligible for a Federal Pell Grant.	1
PERMANENT ADDRESS	Valid values are 0-9, A-Z, . (period), ' (apostrophe), - (dash), , (comma), # (pound), @ (at sign), &, (ampersand), % (percent), / (forward slash), spaces(s) and blank.	35
PERMANENT CITY	Valid values are 0-9, A-Z, . (period), ' (apostrophe), - (dash), , (comma), # (pound), @ (at sign), &, (ampersand), % (percent), / (forward slash), spaces(s) and blank.	16

Appendix D— Query Fields

App Express Module		
Field Name	Valid Values	Length
PERMANENT PHONE NUMBER	Valid values are 0000000000 to 9999999999 and blank.	10
PERMANENT STATE	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
PERMANENT ZIP CODE	Valid values are 00000-99999 and blank.	5
PREPARER'S EIN	Valid values are 000000000 to 999999999 and blank.	9
PREPARER'S SIGNATURE	Valid values are 1=Yes and blank.	1
PREPARER'S SSN	Valid values are 000000000 to 999999999 and blank.	9
PRIMARY ALTERNATE MONTH 1	Valid values are 00000-99999 and blank.	5
PRIMARY ALTERNATE MONTH 10	Valid values are 00000-99999 and blank.	5
PRIMARY ALTERNATE MONTH 11	Valid values are 00000-99999 and blank.	5
PRIMARY ALTERNATE MONTH 12	Valid values are 00000-99999 and blank.	5
PRIMARY ALTERNATE MONTH 2	Valid values are 00000-99999 and blank.	5
PRIMARY ALTERNATE MONTH 3	Valid values are 00000-99999 and blank.	5
PRIMARY ALTERNATE MONTH 4	Valid values are 00000-99999 and blank.	5
PRIMARY ALTERNATE MONTH 5	Valid values are 00000-99999 and blank.	5
PRIMARY ALTERNATE MONTH 6	Valid values are 00000-99999 and blank.	5
PRIMARY ALTERNATE MONTH 7	Valid values are 00000-99999 and blank.	5
PRIMARY ALTERNATE MONTH 8	Valid values are 00000-99999 and blank.	5
PRIMARY EFC TYPE	Valid values are 1 = FNT: Dependent, 2 = FNT: Independent without dependents other than a spouse, 3 = FNT: Independent with dependents other than a spouse, 4 = SNT: Dependent, 5 = SNT: Independent without dependents other than a spouse, 6 = SNT: Independent with dependents other than a spouse, and Blank = None Calculated.	1

App Express Module		
Field Name	Valid Values	Length
PRISONER MATCH FLAG	Valid values are 1 = Prisoner in Local Facility, 2 = Prisoner in State or Federal Facility, 8 = Not Sent to Match, and Blank = Not Sent to Match or Not a Prisoner	1
RECORD TYPE	Valid values are C = Correction Application, H = History Correction and blank = Initial/Renewal Appliation	1
REGISTER FOR SELECTIVE SERVICE?	Valid values are 1 = Yes, 2 = No, and blank.	1
REJECT OVERRIDE B	Valid values are 1 = Yes and blank.	1
REJECT OVERRIDE N	Valid values are 1 = Yes and blank.	1
REJECT OVERRIDE W	Valid values are 1 = Yes and blank.	1
REJECT REASON CODES	Valid values: See Processing Codes/System Requirements section of the EDE Technical Reference for specific code tables and details.	21
REPROCESSED REASON CODE	Valid values are 01 to 99 and blank.	2
SAR ACKNOWLEDGEMENT COMMENT CODES	Valid values are: See EDE Technical Reference.	20
SAR C FLAG	Valid values are Y = C flag set, resolution required on one or more match results and Blank = No flag set.	1
SATI: STUDENT'S ALLOWANCE AGAINST TOTAL INCOME	Valid values are -9999999 to 9999999 and blank.	8
SCA: STUDENT'S CONTRIBUTION FROM ASSETS	Valid values are -999999 to 999999 and blank.	7
SDNW: STUDENT'S DISCRETIONARY NET WORTH	Valid values are -999999999 to 999999999 and blank.	10
SEC AAI: SECONDARY ADJUSTED AVAILABLE INCOME	Valid values are -9999999-9999999 and blank.	8
SEC AI: SECONDARY AVAILABLE INCOME	Valid values are -9999999-9999999 and blank.	8
SEC APA: SECONDARY ASSET PROTECTION ALLOWANCE	Valid values are 000000000-999999999 and blank.	9
SEC ATI: SECONDARY ALLOWANCE AGAINST TOTAL INCOME	Valid values are 0000000-9999999 and blank.	7
SEC CAI: SECONDARY CONTRIBUTION FROM AVAILABLE INC	Valid values are -9999999-9999999 and blank.	8

Appendix D— Query Fields

App Express Module

Field Name	Valid Values	Length
SEC DNW: SECONDARY DISCRETIONARY NET WORTH	Valid values are -999999999-999999999 and blank.	10
SEC EA: SECONDARY EMPLOYMENT ALLOWANCE	Valid values are 0000000-9999999 and blank.	7
SEC FTI: SECONDARY FISAP TOTAL INCOME	Valid values are -999999-999999 and blank.	7
SEC IPA: SECONDARY INCOME PROTECTION ALLOWANCE	Valid values are 0000000-9999999 and blank.	7
SEC NW: SECONDARY NET WORTH	Valid values are 000000000-999999999 and blank.	9
SEC PC: SECONDARY PARENTS CONTRIBUTION	Valid values are 0000000-9999999 and blank.	7
SEC PCA: SECONDARY PARENT'S CONTRIBUTION ASSETS	Valid values are -999999-999999 and blank.	7
SEC SATI: SECONDARY STD'S ALLOW AGAINST TOTAL INC	Valid values are -99999999-99999999 and blank.	9
SEC SCA: SECONDARY STUDENT'S ASSET CONTRIBUTION	Valid values are -999999-999999 and blank.	7
SEC SDNW: SECONDARY DISCRETIONARY NET WORTH (STUD)	Valid values are -99999999-99999999 and blank.	9
SEC SIC: SECONDARY DEP STUDENT'S INC CONTRIBUTION	Valid values are 0000000-999999 and blank.	7
SEC STI: SECONDARY STUDENT'S TOTAL INCOME	Valid values are -9999999 to 9999999 and blank.	8
SEC STX: SECONDARY STATE TAX ALLOWANCE	Valid values are -9999999-9999999 and blank.	8
SEC TI: SECONDARY TOTAL INCOME	Valid values are -9999999-9999999 and blank.	8
SEC TPC: SECONDARY TOTAL PARENT CONTRIBUTIONS	Valid values are 0000000-9999999 and blank.	7
SEC TSC: SECONDARY TOTAL STUDENT CONTRIBUTIONS	Valid values are 0000000-9999999 and blank.	7
SECONDARY ALTERNATE MONTH 1	Valid values are 00000-99999 and blank.	5
SECONDARY ALTERNATE MONTH 10	Valid values are 00000-99999 and blank.	5
SECONDARY ALTERNATE MONTH 11	Valid values are 00000-99999 and blank.	5
SECONDARY ALTERNATE MONTH 12	Valid values are 00000-99999 and blank.	5
SECONDARY ALTERNATE MONTH 2	Valid values are 00000-99999 and blank.	5
SECONDARY ALTERNATE MONTH 3	Valid values are 00000-99999 and blank.	5

Appendix D— Query Fields

App Express Module		
Field Name	Valid Values	Length
SECONDARY ALTERNATE MONTH 4	**Valid values are 00000-99999 and blank.**	5
SECONDARY ALTERNATE MONTH 5	Valid values are 00000-99999 and blank.	5
SECONDARY ALTERNATE MONTH 6	Valid values are 00000-99999 and blank.	5
SECONDARY ALTERNATE MONTH 7	Valid values are 00000-99999 and blank.	5
SECONDARY ALTERNATE MONTH 8	Valid values are 00000-99999 and blank.	5
SECONDARY EFC	Valid values are 00000-99999 and Blank = None calculated.	5
SECONDARY EFC TYPE	Valid values are 1 = FNT: Dependent, 2 = FNT: Independent without dependents other than a spouse, 3 = FNT: Independent with dependents other than a spouse, 4 = SNT: Dependent, 5 = SNT: Independent without dependents other than a spouse, 6 = SNT: Independent with dependents other than a spouse, and Blank = None Calculated.	1
SELECTED FOR VERIFICATION	Valid values are Y = Selected, N = Not Selected, and * = Subsequent Transaction was selected for verification.	1
SELECTIVE SERVICE MATCH FLAG	Valid values are Y = status confirmed, N = status not confirmed, T = temp. exempt, and blank = record not sent to SS.	1
SELECTIVE SERVICE REGISTRATION FLAG	Valid values are Y = Reg. Completed, N = Reg. Not Completed, T = Temp. Exempt, and blank = record not sent to SS.	1
SERIAL NUMBER	Valid values are 00001 to 99999.	5
SIC: DEPENDENT STUDENTS' INCOME CONTRIBUTION	Valid values are 0000000 to 9999999 and blank.	7
SIGNED BY	Valid values are A = Applicant, B = Applicant and Parent, P = Parent, and Blank.	1
SIMPLIFIED NEEDS TEST (SNT)	Valid values are Y = SNT met, N = SNT not met or insufficient information to determine SNT eligibility and blank.	1

Appendix D— Query Fields

App Express Module

Field Name	Valid Values	Length
SOURCE OF CORRECTION	Valid values are A = Applicant, D = CPS, and S = School.	1
SPOUSE'S INCOME EARNED FROM WORK	Valid values are -999999 to 999999 and blank.	7
SSA CITIZENSHIP FLAG	Valid values are A = U.S. citizen, B = Legal alien, eligible to work, C = Legal alien, not eligible to work, D = Other, E = Alien, student restricted, work authorized, F = Conditionally legalized alien, N = Unable to verify citizenship due to no match on SSN, name or date of birth, * = Foreign, and Blank = Domestic born (U.S. Citizen).	1
SSN DATE OF DEATH	Valid values are 19000101 to 20021231 and blank.	8
SSN MATCH FLAG	Valid values are 1 = No match on SSN, 2 = SSN and name match, no match on DOB, 3 = SSN match, no match on name, 4 = SSN, Name, and DOB match, 5 = SSN, name, DOB match with Date of Death, and 8 = Record not sent to SSA.	1
STI: STUDENT'S TOTAL INCOME	Valid values are -9999999 to 9999999 and blank.	8
STUDENT ELIGIBLE TO FILE 1040A OR 1040EZ?	Valid values are 1 = Yes, 2 = No, 3 = Don't know, and Blank.	1
STUDENT ID	Valid values are 001010001 to 999999999 in positions 1-9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank in position 10-11, and 01 to 00 in positions 12-13.	13
STUDENT LEGAL RESIDENT BEFORE 01/01/1996?	Valid values are 1 = Yes, 2 = No, and blank.	1
STUDENT'S ADJUSTED GROSS INCOME	Valid values are -999999 to 999999 and blank.	7
STUDENT'S BUSINESS/FARM NET WORTH	Valid values are 000000 to 999999 and blank.	6
STUDENT'S CALCULATED TAX STATUS	Valid values are 1, 2, or 3 = Tax Filer, 4 or 5 = Non-Tax Filer, and Blank.	1
STUDENT'S CASH, SAVINGS, AND CHECKING	Valid values are 000000 to 999999 and blank.	6
STUDENT'S CURRENT SSN	Valid values are 001010001 to 999999999.	9

Appendix D— Query Fields

App Express Module

Field Name	Valid Values	Length
STUDENT'S EXEMPTIONS CLAIMED	Valid values are 00-99 and blank.	2
STUDENT'S INCOME EARNED FROM WORK	Valid values are -999999 to 999999 and blank.	7
STUDENT'S INVESTMENT NET WORTH	Valid values are 000000 to 999999 and blank.	6
STUDENT'S LAST NAME/SSN CHANGE FLAG	Valid values are N = Last Name change, S = Social Security Number change, B = Social Security Number and last name change, and Blank = No change.	1
STUDENT'S MARITAL STATUS	Valid values are 1 = Unmarried (Single, Divorced, or Widowed), 2 = Married/Remarried, 3 = Separated and Blank.	1
STUDENT'S MARITAL STATUS DATE	Valid values are 190001 to 200212 and Blank.	6
STUDENT'S NUMBER IN COLLEGE	Valid values are 0 to 9 and blank.	1
STUDENT'S NUMBER OF FAMILY MEMBERS	Valid values are 00 to 99 and blank.	2
STUDENT'S STATE OF LEGAL RESIDENCE	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
STUDENT'S TAX RETURN FILED?	Valid values are 1 = Completed, 2 = Will file, 3 = Will not file, and Blank.	1
STUDENT'S TOTAL FROM WORKSHEET A	Valid values are 00000 to 99999 and blank.	5
STUDENT'S TOTAL FROM WORKSHEET B	Valid values are 00000 to 99999 and blank.	5
STUDENT'S TOTAL FROM WORKSHEET C	Valid values are 00000 to 99999 and blank.	5
STUDENT'S TYPE OF TAX RETURN USED?	Valid values are 1 = 1040, 2 = 1040A,1040EZ,1040Telefile, 3 = Foreign Tax Return, 4 = Tax return from Puerto Rico, Guam, American Samoa, the Virgin Islands, Marshall Islands, the Federate States of Micronesia or Palau, and Blank.	1
STUDENT'S U.S. INCOME TAX PAID	Valid values are 00000-99999 and blank.	5
STX: STATE TAX ALLOWANCE	Valid values are -9999999 to 9999999 and blank.	8
SUBSEQUENT APPLICATION FLAG	Valid values are Y=Yes and blank.	1

Appendix D— Query Fields

App Express Module		
Field Name	Valid Values	Length
SYSTEM GENERATED INDICATOR	**Valid values are A = Applicant released from Drug Enforcement hold, D = Duplicate request, H = Application released from hold, I = INS Secondary confirmation, L = Duplicate request and NSLDS match data has changed, N = NSLDS post-screening, P = Prisoner Post-Screened, Z = Reprocessed, and Blank = Not a systems generated transaction.**	1
TI: TOTAL INCOME	Valid values are -9999999 to 9999999 and blank.	8
TPC: TOTAL PARENT CONTRIBUTION	Valid values are 0000000 to 9999999 and blank.	7
TRANSACTION NUMBER	Valid values are 01 to 99.	2
TRANSACTION PROCESSED DATE	Valid values are 20010101 to 20021231	8
TRANSACTION RECEIPT DATE	Valid values are 20010101 to 20021231.	8
TRANSACTION SOURCE SITE CODE	Valid values are 11 = Electronic App, 21 = Electronic Renewal App, 31 = Electronic History Correction, 41 = FAFSA Express, 51,54 = MDE Lawrence, 52,53,55,56 = MDE Mt. Vernon, 61 = FAFSA on the Web, 62 = Renewal FAFSA on the Web, 63 = Corrections on the Web, 64 = FAA Corrections on the Web, 71 = CPS ADE, 72 = CPS System Generated, 73 = CPS NSLDS Post-Screening, 74 = CPS FDR and YTD, 75 = CPS Signature HC, 76 = CPS INS Secondary Confirmation, 77 = CPS Prisoner Post-Screen, and 81 = PIC.	2
TSC: TOTAL STUDENT CONTRIBUTION	Valid values are 0000000 to 9999999 and blank.	7
VA MATCH FLAG	Valid values are 1 = Veteran status confirmed, 2 = Record found on VA database but not a qualifying Veteran, 3 = Record not found on VA database, 4 = Record found on VA database but applicant on Active duty, 8 = Record not sent to VA, and Blank.	1
VETERAN OF U.S. ARMED FORCES?	Valid values are 1 = Yes, 2 = No, and blank.	1
WORKING ON A MASTER'S OR DOCTORATE IN 2001-2002?	Valid values are 1 = Yes, 2 = No, and blank.	1

Global Module		
Field Name	Valid Values	Length
ACTIVE TRANSACTION	**Valid values are 01-99.**	**2**
ACTIVE TRANSACTION DATE	Valid values are CCYYMMDD.	8
ACTIVE TRANSACTION ID	Valid values are A-Z, .(period), ' (apostrophe), - (dash) spaces(s) and blank.	8
ADD DATE	Valid values are CCYYMMDD.	8
ADD TIME	Valid values are HHMMSS.	6
ADD USERID	Valid values are 0 to 9, Uppercase A to Z, ` (Accent), ! (Exclamation), @ (At), # (Number), $ (Dollar), % (Percent), ^ (Caret), & (Ampersand), * (Asterisk), ((Open Parenthesis),) (Closed Parenthesis), - (Dash), = (Equal), \ (Backward Slash), / (Forward Slash), + (Plus), ~ (Tilde), : (Colon), ; (Semicolon), " (Quote), < (Less Than), > (Greater Than), ? (Question Mark), , (Comma), . (Period), [(Open Bracket),] (Closed Bracket), { (Open Brace), } (Closed Brace), Space and Blank.	8
ALIEN REGISTRATION #	Valid values are 000000001 to 999999999 and blank.	9
CITIZENSHIP STATUS - DEMO	Valid values are 1 = U.S. Citizen, 2 = Eligible Non-citizen, 3 = Ineligible Non-citizen and blank.	1
CURRENT SSN	Valid values are 001010001 to 999999999.	9
DATE OF BIRTH - DEMO	Valid values are CCYYMMDD.	8
DATE OF BIRTH CHANGE DATE	Valid values are CCYYMMDD.	8
DEPENDENCY STATUS - DEMO	Valid values are I = Independent, D = Dependent and blank.	1

Appendix D— Query Fields

Global Module		
Field Name	Valid Values	Length
DOCUMENT STATUS	Valid values are B = Documents still needed for both packaging and verification, C = All documents are satisfied (includes documents required for both packaging and verification), V = Documents still needed for verification, P = Documents still needed for packaging, O = Other documents needed but not required for packaging or verification, D=Documents received but still need to be reviewed, and Blank = Status Not Determined or no documents attached to record.	1
DRIVER'S LICENSE #	Valid values are 0-9, A-Z, spaces, -(dash), * (asterisk) and blank.	20
DRIVER'S LICENSE STATE	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
FIRST NAME - DEMO	Valid values are 0 to 9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	12
HAS CORRECTION RECORD	Valid values are Y = Yes and N = No.	1
HAS DOCUMENT TRACKING RECORD	Valid values are Y = Yes and N = No.	1
HAS FAFSA RECORD	Valid values are Y = Yes and N = No.	1
HAS LOAN RECORD	Valid values are Y = Yes and N = No.	1
HAS NOTES RECORD	Valid values are Y = Yes and N = No.	1
HAS NSLDS RECORD	Valid values are Y = Yes and N = No.	1
HAS PACKAGING RECORD	Valid values are Y = Yes and N = No.	1
HAS PELL RECORD	Valid values are Y = Yes and N = No.	1
HAS RAD RECORD	Valid values are Y = Yes and N = No.	1
HAS VERIFICATION WORKSHEET RECORD	Valid values are Y = Yes and N = No.	1
ISIR DL MPN FLAG	Valid values are A = Active, I = Inactive, C = Closed, N = No MPN on file, U = Unavailable, and blank.	1

Appendix D— Query Fields

Global Module Field Name	Valid Values	Length
LAST MAILED DATE	Valid values are CCYYMMDD.	8
LAST NAME - DEMO	Valid values are 0 to 9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	16
LEGAL RESIDENCE DATE - DEMO	Valid values are 190001 to 200212 and Blank.	6
LETTER COUNT	Valid values are 0-9 and blank.	2
LOAN INTERVIEW COMPLETED	Valid values are Y = Yes and Blank = No.	1
LOCAL ADDRESS	Valid values are 0-9, A-Z, . (period), ' (apostrophe), - (dash), , (comma), # (pound), @ (at sign), &, (ampersand), % (percent), / (forward slash), spaces(s) and blank.	35
LOCAL ADDRESS CHANGE DATE	Valid values are CCYYMMDD.	8
LOCAL CITY	Valid values are 0-9, A-Z, . (period), ' (apostrophe), - (dash), , (comma), # (pound), @ (at sign), &, (ampersand), % (percent), / (forward slash), spaces(s) and blank.	16
LOCAL PHONE	Valid values are 0000000000 to 9999999999 and blank.	10
LOCAL STATE	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
LOCAL ZIP CODE	Valid values are 000000000 to 999999999 and blank.	9
MIDDLE INITIAL - DEMO	Valid values are A-Z and blank.	1
NAME ID	Valid values are 0 to 9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	2
ORIGINAL SSN - DEMO	Valid values are 001-01-0001 to 999-99-9999.	9
PELL VERIFICATION STATUS	Valid values are N = Not Selected, A = Accurate, W = Without documentation, T = Tolerance, C = Calculated, R = Reprocessed and S = Selected.	1

Appendix D— Query Fields

	Global Module	
Field Name	Valid Values	Length
PERMANENT ADDRESS - DEMO	**Valid values are 0-9, A-Z, . (period), ' (apostrophe), - (dash), , (comma), # (pound), @ (at sign), &, (ampersand), % (percent), / (forward slash), spaces(s) and blank.**	35
PERMANENT ADDRESS CHANGE DATE	Valid values are CCYYMMDD.	8
PERMANENT CITY - DEMO	Valid values are 0-9, A-Z, . (period), ' (apostrophe), - (dash), , (comma), # (pound), @ (at sign), &, (ampersand), % (percent), / (forward slash), spaces(s) and blank.	16
PERMANENT PHONE NUMBER - DEMO	Valid values are 0000000000 to 9999999999 and blank.	10
PERMANENT STATE - DEMO	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
PERMANENT ZIP CODE - DEMO	Valid values are 000000000 to 999999999 and blank.	9
PREVIOUS TRANSACTION	Valid values are 01-99.	2
RECORD SOURCE	Valid values are M = Manual Entry, I = ISIR Import, P = Packaging External Import Add, L = Direct Loan External Import Add, E = Pell Import External Add, Y = Prior Year Demographic Import, and blank.	1
SCHOOL USE	Valid values are 0 to 9, Uppercase A to Z, ` (Accent), ! (Exclamation), @ (At), # (Number), $ (Dollar), % (Percent), ^ (Caret), & (Ampersand), * (Asterisk), ((Open Parenthesis),) (Closed Parenthesis), - (Dash), = (Equal), \ (Backward Slash), / (Forward Slash), _ (Underscore), + (Plus), ~ (Tilde), : (Colon), ; (Semicolon), ' (Apostrophe), " (Quote), < (Less Than), > (Greater Than), ? (Question Mark), , (Comma), . (Period), [(Open Bracket),] (Closed Bracket), { (Open Brace), } (Closed Brace), Space and Blank.	20
SSN CHANGE DATE	Valid values are CCYYMMDD.	8
STATE OF LEGAL RESIDENCE	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
TRANS PAID ON	Valid values are 01-99	2
TRANSACTION #	Valid values are 00-99.	2
UPDATE DATE	Valid values are CCYYMMDD.	8

Appendix D— Query Fields

	Global Module	
Field Name	Valid Values	Length
UPDATE ID	Valid values are 0 to 9, Uppercase A to Z, ` (Accent), ! (Exclamation), @ (At), # (Number), $ (Dollar), % (Percent), ^ (Caret), & (Ampersand), * (Asterisk), ((Open Parenthesis),) (Closed Parenthesis), - (Dash), = (Equal), \ (Backward Slash), / (Forward Slash), + (Plus), ~ (Tilde), : (Colon), ; (Semicolon), " (Quote), < (Less Than), > (Greater Than), ? (Question Mark), , (Comma), . (Period), [(Open Bracket),] (Closed Bracket), { (Open Brace), } (Closed Brace), Space and Blank.	8
UPDATE TIME	Valid values are HHMMSS.	6

Appendix D— Query Fields

Packaging Module		
Field Name	Valid Values	Length
ACADEMIC YEAR PROFILE	**Valid values are A-Z and 0-9.**	**4**
ACTIVE TRANSACTION	Valid values are 01-99.	2
ACTIVE TRANSACTION DATE	Valid values are CCYYMMDD.	8
ACTIVE TRANSACTION ID	Valid values are A-Z, .(period), ' (apostrophe), - (dash) spaces(s) and blank.	8
ADD DATE	Valid values are CCYYMMDD.	8
ADD TIME	Valid values are HHMMSS.	6
ADD USERID	Valid values are 0 to 9, Uppercase A to Z, ` (Accent), ! (Exclamation), @ (At), # (Number), $ (Dollar), % (Percent), ^ (Caret), & (Ampersand), * (Asterisk), ((Open Parenthesis),) (Closed Parenthesis), - (Dash), = (Equal), \ (Backward Slash), / (Forward Slash), + (Plus), ~ (Tilde), : (Colon), ; (Semicolon), " (Quote), < (Less Than), > (Greater Than), ? (Question Mark), , (Comma), . (Period), [(Open Bracket),] (Closed Bracket), { (Open Brace), } (Closed Brace), Space and Blank.	8
AGGREGATE PERKINS LOAN AMOUNT	Valid values are 000000 to 999999.	6
AGGREGATE SUBSIDIZED LOAN AMOUNT	Valid values are 000000 to 999999.	6
AGGREGATE UNSUBSIDIZED LOAN AMOUNT	Valid values are 000000 to 999999.	6
ALIEN REGISTRATION #	Valid values are 000000001 to 999999999 and blank.	9
AMOUNT OF PELL	Valid values are 00000-99999.	5
APPLICATION RECEIPT DATE	Valid values are CCYYMMDD.	8
AUTO ZERO EFC	Valid values are Y=Yes and blank.	1
AWARD LETTER	Valid values are TRUE=Yes and FALSE=No.	1
AWARD LETTER MAILED DATE	Valid values are CCYYMMDD.	8
AWARD LETTER RECEIVED DATE	Valid values are CCYYMMDD.	8
AWARD LETTER SENT COUNT	Valid values are 01-99 and blank.	2
BORROWER BASED	Valid values are TRUE=Yes and FALSE=No.	1

Appendix D— Query Fields

Packaging Module		
Field Name	**Valid Values**	**Length**
BUDGET AMOUNT	**Valid values are 000000-999999.**	6
BUDGET CODE	Valid values are A-Z, 0-9, +(plus sign), -(dash), *(asterisk), #(number sign), .(period), and space.	4
BUDGET TITLE	Valid values are any valid keyboard character.	50
CITIZENSHIP STATUS - DEMO	Valid values are 1 = U.S. Citizen, 2 = Eligible Non-citizen, 3 = Ineligible Non-citizen and blank.	1
CURRENT SSN	Valid values are 001010001 to 999999999.	9
DATE OF BIRTH - DEMO	Valid values are CCYYMMDD.	8
DATE OF BIRTH CHANGE DATE	Valid values are CCYYMMDD.	8
DATE READY FOR PACKAGING	Valid values are CCYYMMDD.	8
DEFAULT STATUS	Valid Values are Y=Yes, N=No, Z=Override, and blank.	1
DEGREE	Valid values are TRUE=Yes and FALSE=No.	1
DEPENDENCY STATUS - DEMO	Valid values are I = Independent, D = Dependent and blank.	1
DIRECT LOAN PLUS	Valid values are TRUE=Yes and FALSE=No.	1
DIRECT LOAN SUBSIDIZED	Valid values are TRUE=Yes and FALSE=No.	1
DIRECT LOAN UNSUBSIDIZED	Valid values are TRUE=Yes and FALSE=No.	1
DOCUMENT STATUS	Valid values are B = Documents still needed for both packaging and verification, C = All documents are satisfied (includes documents required for both packaging and verification), V = Documents still needed for verification, P = Documents still needed for packaging, O = Other documents needed but not required for packaging or verification, D=Documents received but still need to be reviewed, and Blank = Status Not Determined or no documents attached to record.	1
DRIVER'S LICENSE #	Valid values are 0-9, A-Z, spaces, -(dash), * (asterisk) and blank.	20

Appendix D— Query Fields

Packaging Module		
Field Name	**Valid Values**	**Length**
DRIVER'S LICENSE STATE	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
EFC - PACKAGING	Valid values are 00000 - 99999.	5
ENROLLMENT STATUS - PACKAGING	Valid values are FULL TIME, 3/4 TIME, 1/2 TIME, < 1/2 TIME, and NOT ENROLLED.	15
ESTIMATED PELL GRANT	Valid values are 00000-99999.	5
EXPORT TO EXTERNAL SYSTEM	Valid values are TRUE=Yes and FALSE=No.	1
FIRST NAME - DEMO	Valid values are 0 to 9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	12
FUND AID TYPE	Valid values E = Supplemental Educational Opportunity Grant (SEOG), F = Federal Pell Grant, G = Grant, R = Grant, Non-need Based, K = Federal Perkins Loan, N = Non-Need Based Loan (NNB), L = Other Need Based Loan (NB), S = Direct Subsidized Loan (Sub), U = Direct Unsubsidized (Unsub Non-need Based), D = Direct Unsubsidized Loan (Unsub, Need Based), P = Federal Parent Loan for Undergraduate Students (PLUS), O = Outside Resources, V = Chapter 30 VA Benefits/Americorps, W = Federal Work-Study (FWS), and Y = Other Work-Study.	1
FUND CALCULATED VALUE	Valid values are 00000-99999.	5
FUND CODE	Valid values are A-Z, 0-9, +(plus sign), -(dash), *(asterisk), #(number sign), .(period), and blank (spaces).	8
FUND CURRENT TOTAL	Valid values are 00000-99999.	5
FUND DECISION TO ACCEPT	Valid values are A=Accept, D=Decline, O = Offered and S=Suspend.	1
FUND PREVIOUS TOTAL	Valid values are 00000-99999.	5

Appendix D— Query Fields

Packaging Module		
Field Name	Valid Values	Length
GRADE LEVEL IN COLLEGE - PACKAGING	**Valid values are 0 = 1st year, never attended college, 1 = 1st year, attended college before, 2 = 2nd year/sophomore, 3 = 3rd year/junior, 4 = 4th year/senior, 5 = 5th year/other undergraduate, 6 = 1st year graduate/professional, 7 = Continuing graduate/professional, and Blank.**	1
HAS CORRECTION RECORD	Valid values are Y = Yes and N = No.	1
HAS DOCUMENT TRACKING RECORD	Valid values are Y = Yes and N = No.	1
HAS FAFSA RECORD	Valid values are Y = Yes and N = No.	1
HAS LOAN RECORD	Valid values are Y = Yes and N = No.	1
HAS NOTES RECORD	Valid values are Y = Yes and N = No.	1
HAS NSLDS RECORD	Valid values are Y = Yes and N = No.	1
HAS PACKAGING RECORD	Valid values are Y = Yes and N = No.	1
HAS PELL RECORD	Valid values are Y = Yes and N = No.	1
HAS RAD RECORD	Valid values are Y = Yes and N = No.	1
HAS VERIFICATION WORKSHEET RECORD	Valid values are Y = Yes and N = No.	1
HOUSING PLANS	Valid values are 1 = on-campus, 2 = off-campus, 3 = with parents, and Blank.	1
INTERESTED IN EMPLOYMENT	Valid values are Y=Yes and N=No.	1
INTERESTED IN STUDENT LOANS	Valid values are Y=Yes and N=No.	1
ISIR DL MPN FLAG	Valid values are A = Active, I = Inactive, C = Closed, N = No MPN on file, U = Unavailable, and blank.	1
LAST MAILED DATE	Valid values are CCYYMMDD.	8
LAST NAME - DEMO	Valid values are 0 to 9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	16

Appendix D— Query Fields

Packaging Module Field Name	Valid Values	Length
LEGAL RESIDENCE DATE - DEMO	**Valid values are 190001 to 200212 and Blank.**	**6**
LETTER COUNT	Valid values are 0-9 and blank.	2
LOAN INTERVIEW COMPLETED	Valid values are Y = Yes and Blank = No.	1
LOCAL ADDRESS	Valid values are 0-9, A-Z, . (period), ' (apostrophe), - (dash), , (comma), # (pound), @ (at sign), &, (ampersand), % (percent), / (forward slash), spaces(s) and blank.	35
LOCAL ADDRESS CHANGE DATE	Valid values are CCYYMMDD.	8
LOCAL CITY	Valid values are 0-9, A-Z, . (period), ' (apostrophe), - (dash), , (comma), # (pound), @ (at sign), &, (ampersand), % (percent), / (forward slash), spaces(s) and blank.	16
LOCAL PHONE	Valid values are 0000000000 to 9999999999 and blank.	10
LOCAL STATE	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
LOCAL ZIP CODE	Valid values are 000000000 to 999999999 and blank.	9
LOW TUITION	Valid values are 1 = 0 dollars, 2 = 1 to 106 dollars, 3 = 107 to 212 dollars.	1
METHODOLOGY CODE	Valid values are A-Z and 0-9.	4
MIDDLE INITIAL - DEMO	Valid values are A-Z and blank.	1
NAME ID	Valid values are 0 to 9, Uppercase A to Z, Space(s), . (period), ' (apostrophe), - (dash), and Blank.	2
ORIGINAL SSN	Valid values are 001010001 to 999999999.	9
ORIGINAL SSN - DEMO	Valid values are 001-01-0001 to 999-99-9999.	9
OVERAWARD INDICATOR	Valid values are Y = Overaward exists, N= No, Overaward exists, E = Exception, R = Resolved, or blank	1
PACKAGED DATE	Valid values are CCYYMMDD.	8

Appendix D— Query Fields

Packaging Module

Field Name	Valid Values	Length
PACKAGING ADD DATE	**Valid values are CCYYMMDD.**	8
PACKAGING RECORD SOURCE	Valid values are E=External Import, M=Manual Record and I=ISIR Import.	1
PACKAGING RESULTS	Valid values are A = Any part of the Packaging Results accepted, D = Package Totally Declined, O = Offered, S = Suspend, and blank	1
PACKAGING STATUS	Valid values are P = Packaged, R = Ready to Package, M = Manually Adjusted Package, N = Not Ready to Package, U = Unpackaged and H = Handpackaged.	1
PARENT CONTRIBUTION	Valid values are 00000-99999.	5
PELL EFC	Valid values are 00000-99999.	5
PELL ELIGIBLE FLAG	Valid values are TRUE = Yes and FALSE = No	1
PELL VERIFICATION STATUS	Valid values are N = Not Selected, A = Accurate, W = Without documentation, T = Tolerance, C = Calculated, R = Reprocessed and S = Selected.	1
PERMANENT ADDRESS - DEMO	Valid values are 0-9, A-Z, . (period), ' (apostrophe), - (dash), , (comma), # (pound), @ (at sign), &, (ampersand), % (percent), / (forward slash), spaces(s) and blank.	35
PERMANENT ADDRESS CHANGE DATE	Valid values are CCYYMMDD.	8
PERMANENT CITY - DEMO	Valid values are 0-9, A-Z, . (period), ' (apostrophe), - (dash), , (comma), # (pound), @ (at sign), &, (ampersand), % (percent), / (forward slash), spaces(s) and blank.	16
PERMANENT PHONE NUMBER - DEMO	Valid values are 0000000000 to 9999999999 and blank.	10
PERMANENT STATE - DEMO	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
PERMANENT ZIP CODE - DEMO	Valid values are 000000000 to 999999999 and blank.	9
PREVIOUS TRANSACTION	Valid values are 01-99.	2
PRINT LETTER IN NEXT BATCH?	Valid values are TRUE=Yes and FALSE=No	1

Appendix D— Query Fields

Packaging Module

Field Name	Valid Values	Length
PROCESS DATE	**Valid values are CCYYMMDD.**	8
RECORD SOURCE	Valid values are M = Manual Entry, I = ISIR Import, P = Packaging External Import Add, L = Direct Loan External Import Add, E = Pell Import External Add, Y = Prior Year Demographic Import, and blank.	1
REMAINING NEED	Valid values are -999999 to 999999.	6
SATISFACTORY ACADEMIC PROGRESS	Valid values are A-Z, 0-9, +(plus sign), -(dash), *(asterisk), #(number sign), .(period), %(percent), <(less than), and >(greater than).	2
SCHOOL USE	Valid values are 0 to 9, Uppercase A to Z, ` (Accent), ! (Exclamation), @ (At), # (Number), $ (Dollar), % (Percent), ^ (Caret), & (Ampersand), * (Asterisk), ((Open Parenthesis),) (Closed Parenthesis), - (Dash), = (Equal), \ (Backward Slash), / (Forward Slash), _ (Underscore), + (Plus), ~ (Tilde), : (Colon), ; (Semicolon), ' (Apostrophe), " (Quote), < (Less Than), > (Greater Than), ? (Question Mark), , (Comma), . (Period), [(Open Bracket),] (Closed Bracket), { (Open Brace), } (Closed Brace), Space and Blank.	20
SIMPLIFIED NEEDS	Valid values are TRUE=Yes and FALSE=No.	1
SSN CHANGE DATE	Valid values are CCYYMMDD.	8
STATE OF LEGAL RESIDENCE	Valid values: See State / Country / Jurisdiction Table in EDE Technical Reference.	2
TERM DESCRIPTION	Valid values are A-Z, 0-9, +, -, *, #, ., ', and spaces.	8
TERM NUMBER	Valid values are 1 = 1st Term, 2 = 2nd Term, 3 = 3rd Term, 4 = 4th Term, 5 = 5th Term.	1
TOTAL INCOME	Valid values are -9999999 to 9999999.	8
TRANS PAID ON	Valid values are 01-99	2
TRANSACTION #	Valid values are 00-99.	2
UNMET NEED AMOUNT	Valid values are -999999 to 999999.	6
UPDATE DATE	Valid values are CCYYMMDD.	8

Appendix D— Query Fields

Packaging Module

Field Name	Valid Values	Length
UPDATE ID	Valid values are 0 to 9, Uppercase A to Z, ` (Accent), ! (Exclamation), @ (At), # (Number), $ (Dollar), % (Percent), ^ (Caret), & (Ampersand), * (Asterisk), ((Open Parenthesis),) (Closed Parenthesis), - (Dash), = (Equal), \ (Backward Slash), / (Forward Slash), + (Plus), ~ (Tilde), : (Colon), ; (Semicolon), " (Quote), < (Less Than), > (Greater Than), ? (Question Mark), , (Comma), . (Period), [(Open Bracket),] (Closed Bracket), { (Open Brace), } (Closed Brace), Space and Blank.	8
UPDATE TIME	Valid values are HHMMSS.	6
USER DEFINED FORMULA 1	Valid values are 00000000 to 99999999.	8
USER DEFINED FORMULA 2	Valid values are 00000000 to 99999999.	8
USER DEFINED FORMULA 3	Valid values are 00000000 to 99999999.	8
USER DEFINED FORMULA 4	Valid values are 00000000 to 99999999.	8
VERIFICATION TYPE	Valid values	2